

From the President



Professions may be grouped broadly into two categories – remedial and creative. Remedial professions are those which restore the status quo after a period when things have gone wrong. Examples of these are medical, including surgery and dentistry, and legal. In many instances these professions are concerned with handling crises of physical health or human relations. It is notable that they are routinely highly paid. Some surveys show dentistry as top of the range. I experienced this when I was being treated by a young dentist for some reconstructive work. Several times during pauses he made ostentatious calls to his stockbroker and on another occasion negotiated the purchase of a new yacht. Although his work was sound. I soon arranged to transfer to a more modest executant.

Creative professions are those which take things as they are and develop them. These include the knowledge professions, which create and facilitate the dissemination of knowledge and which enhance life through arts and literature. Most members of these professions – teachers, librarians, artists – with a few exceptions, are the lowest paid.

In this classification, indexing clearly falls into the creative category. Hence, although we indexers contribute to making knowledge accessible, we may not expect to be rewarded at a level which represents our true value, or at least not until attitudes change. Imagine an indexer breaking off his work,

which almost certainly will have a deadline, to juggle his share portfolio!

AusSI first recommended an hourly rate for indexing a 'standard' non-fiction work almost 30 years ago, in December 1980 (*AusSI Newsletter*, vol. 4, no. 4, 32–37). That rate was set at \$12.90, based on calculations made by Robert Croll, comparing indexers with librarians, scientific services officers, accountants, journalists and translators, together with bricklayers, carpenters, plumbers and electricians. Robert argued his case in some detail. He did not consider database indexing since it had hardly come into existence, nor journal indexing.

In a paper presented to ANZSI Council in October 2007, Don Jordan suggested an hourly rate of \$65. However he also stated that, applying the CPI changes between December 2004, when the previous figure was promulgated, and June 2007, the figure would be \$60. This is the figure which Council decided to recommend on the understanding that individual indexers will set their fees with regard to a range of factors specific to their own situation and type of work.

The Society has not yet been able to recommend fees for database indexing. This is part of a problem which includes the setting of criteria for the registration of database indexers and the general questions of how to develop training in indexing to an more advanced level.

John E. Simkin, ANZSI President

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Deadline for the March 2008 issue: 1 March

Indexers tour to Europe

Around Christmas or New Year, members should have received a flyer from Harvey World Travel about the 2008 Indexers tour to Europe, UK and Ireland – a 19 day group tour departing 22 June 2008 (*see also the Nov/Dec 2007 Newsletter*).

If you did not receive a flyer, or have lost the flyer and would like another, please contact Harvey World Travel Carnegie by phone on: [REDACTED]

[REDACTED] Remember, we need at least 20 passengers travelling to make this tour a success. Final payment is needed by 9 April 2008.

Max McMaster

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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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

1 March for the March 2008 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\$60 per year; A\$35 half year (Jan to June).

Student member A\$35.

Subscriptions to the Newsletter A\$45 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

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To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

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<www.aussi.org/profissues/egistration.html>

Indexers Available

<www.aussi.org/IndexersAvailable>

Australian and New Zealand Society of Indexers Medal 2008

The Australian and New Zealand Society of Indexers Medal is offered annually for the most outstanding index to a book or periodical compiled in Australia or New Zealand.

The index must be in print and published after 2004. It must have been compiled in Australia or New Zealand, even though the text to which it refers may have originated elsewhere. It 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 reader.

The publisher of the winning index will be presented with a certificate recognising their promotion of work of

outstanding quality. The judges may also make 'highly commended' awards.

Nominations, with bibliographical details and a copy of the book (which will be returned if requested) should be sent to the address on the nomination form. Publishers, indexers and other interested people may nominate indexes, and indexers may nominate their own work.

Entries open on 5 May and close on 14 July 2008. A nomination form is available from the Society's website at <www.aussi.org> or from Alan Eddy, the Returning Officer, Awards.

Contact Alan by phone on

[redacted]

Alan Eddy

Training activities in Queensland

Date & time: Monday 10 March, Tuesday 11 March, Wed 12 March 2008

Organiser: Max McMaster and ANZSI Qld contact

- **Basic Book indexing training** (1 day / \$250 members; \$270 Nonmembers)
- **Intermediate Book indexing training** (1 day / \$250 Members; \$270 Nonmembers))
- **Journal indexing training** (half-day / morning / \$125 Members; \$135 Nonmembers)
- **Annual Reports indexing training** (half-day / afternoon / \$125 Members; \$135 Nonmembers))

Venue: The Marque Hotel Brisbane
103 George Street, Brisbane
(between Mary & Charlotte Sts)

(Half-yearly ANZSI Membership \$35. Discount applies to Members.)

Contact details: Moira Brown <[redacted]>

Brisbane indexing event

Date & time : Monday 10 March 2008, 6.00 pm for 6.30 pm start

Organiser : ANZSI Qld contact

- **Nuts & Bolts of Indexing** with Max McMaster

Venue : Salisbury Hotel, 668 Toohey Road, Salisbury

Contact details: Moira Brown [redacted]

Victorian Branch President's Report, 2006–07

Our branch is a very active one and this year has been no exception. This has been reflected in our membership which has increased by nearly 25% since last year and now stands at 71.

Training

Five well-attended training days for book indexing were held throughout the year, at introductory and intermediate levels. Student numbers totalled 35 and 29 respectively. A beautiful set of numbers as a certain person said. Max McMaster and later Karen Gillen ran the classes which did much to attract new members. The article published in *The Age* on the value and nature of indexing resulted in a demand for the third pair of courses in June. The mentoring scheme is still operating and some indexes were published.

ANZSI Conference, 'The Indexing Life', 15–17 March, Amora Riverwalk Hotel

The Victorian branch once again organised the conference. A conference committee, consisting of Margaret Findlay, Jenny Restarick, Mary Russell, Max McMaster and Karen Gillen worked very hard and produced another great success. As well as the usual programme we were treated to a session of exercises, urged on by an instructor who showed no mercy. In addition, a number of workshops were held, both at the hotel and Swinburne University.

Events and activities

We have enjoyed a wide variety of activities, organised largely by Jenny Restarick, our events manager.

- Kathy Simpson, who worked at Sensis at the time, arranged a visit to the offices to demonstrate the various products Sensis has to offer. They are not all Yellow Pages.
- 'Where's the gold in them thar hills?' signalled a gathering at the Women's Health Victoria offices to listen to a presentation about Data Metallogenica mineral deposit database by staff from AMIRA International. This is a searchable web database of over 45,000 images of rock samples. Their admirable vision is to build the world

encyclopaedia of mineral deposits for reference, training and education as a not-for-profit self-funding business.

- In February we visited the Salvation Army museum and archives in Bourke St, Melbourne. Who would have believed that the Salvos were pioneers in film making and may have created the world's first dedicated film studio?
- The State Library Map Collection, which we visited in April, holds 100,000 maps arranged using the Boggs and Lewis classification scheme. That's a new one.
- DIY Mark II – The Historic Homes of Colac and District. Another successful project, similar to our 2004 venture featuring the Wonthaggi coal mines. On 11 September we met at the Kew Public Library to discuss and compare eight indexes. The exercise concluded with a formal discussion led by Max. John Simkin is putting together a 'super' index which will be presented to the Colac Historical Society when we visit them in November. I would like to thank everyone who took part in the exercise, especially Jenny who arranged the Colac visit and Alan Eddy who organised the Camberwell Library site and snacks.
- Heritage walk and talk. A pleasant walk which included stops at jewellery shops and the Town Hall preceded a talk at the Heritage Council and dinner in the kitchen at Pellagrini's.

Victorian branch committee

I would like to thank the existing committee for all their hard work during the past year.

As you know, I have been Acting President since Karen Gillen resigned. My task has been made easier due to the great job Karen performed as president and all the help and support I have received from the committee. Kathy Simpson will be missed too. However, we have recently welcomed Susan Hacker to the committee. And without Max's generosity we would not have a meeting place. We have had a great year. Thank you.

*Jane Purton
October 2007*

ACT Region Branch President's Report, 2006–07

Last year, 2006–07, was quite a busy one for the ACT Region Branch, right from the annual Christmas barbeque brunch held in Telopea Park in December.

The problems a lot of us have during the annual report season were raised on the Committee and it was decided that a letter should be sent from the Branch to departments alerting them to the problems they create for indexers — by not understanding the process of indexing and not meeting their own deadlines. The letter came from both the Society of Indexers and the Canberra Society of Editors. It was sent and received a positive response from Dr Shergold (Department of PM&C), who has passed the letter on to departments urging them to take note of the issues raised.

The ACT Region Branch proposed to the Council that we would organise the 2009 Conference and would provide them with a concrete proposal that could be announced at the end of the Melbourne Conference. Discussions were held and the NSW Branch agreed to come in on what would become a joint project by both branches. The basic idea for the conference was communicated to the Council before the commencement of the Melbourne Conference. It met with a decidedly lukewarm reception. Enthusiasm among members of the Branch Committee for organising the 2009 Conference has since dissipated, in part because other events that I shall address later

(continued overleaf)

(ACT Region Branch President's Report, continued from previous page)

in this report. It was decided to leave further decisions about the 2009 Conference to the new Committee.

The ACT Region Branch was well represented at the ANZSI Conference, *The Indexing Life*, in Melbourne in March. It was on the whole well received.

After the Conference we hosted a visit and workshop by Frances Lennie, which was very interesting and useful.

A further Conference follow-up event was the Conference feedback on 4 April in the Friends' Lounge at the National Library.

We held a 'Show and Tell' session on 13 June in the Friends' Lounge at National Library. This was only a small meeting, so everyone present had to 'show and tell'. It was a very interesting session and it was very good, and informative, to hear what projects members had been working on and discussing problems and interesting aspects of those projects. On 5 July the Branch, and the Society as a whole, lost a distinguished indexer, a long-standing member and a true gentleman: Robert Hyslop. It was a privilege to know him and he is greatly missed.

On 24 July the Branch held a purely social event: a Christmas Eve in July dinner at the Canberra Club.

We made a visit to the War Memorial on 15 August. War Memorial staff introduced us to the War Memorial's vast collection of objects and records and also to their control systems. It was a very interesting evening, not only because the collection is fascinating, but also because of the many analogies with indexing that were apparent in the way their systems worked.

Before finishing I feel I must comment on some aspects of what has been happening at Council level since the 2006-07 term of office began. First a little bit of background.

Traditionally the Council (the old National Committee) has been based in one of the Branches — first Victoria, then NSW and then the ACT. Towards the end of the ACT-based Council's term, a meeting was held in Canberra on 27 and 28 May 2006 attended by representatives of the three Australian branches and the New Zealand Branch. What was on the agenda was discussion of the Guidelines and Procedures drawn up by Council members to aid the incoming Council and also the matter of how that Council would be constituted. No-one expressed any misgivings or criticism about the Guidelines and they were endorsed by the meeting. As none of the branches was willing to become the base of the new Council, it was decided that the Council would consist of representatives from all branches and that communication would be via the internet.

So, at the ANZSI AGM in October last year a broad representative Council was elected. Now, in my opinion, the internet is a very clumsy instrument for democratic and transparent decision-making, but it can work. Unfortunately in this case it was mishandled and things became a shambles. President Jon Jermy then resigned (14 December 2006) and the Victorian Branch took over the Council.

The old ACT-based Council then came in for some very

harsh criticism, and not just from one quarter. Much of this was aimed at the Guidelines (and by implication those who were instrumental in drawing them up). The criticism was not based on fact: guidelines are just that, something to guide and help the administration of the Society; they are not part of the Constitution, which is the rules by which the Society must abide if it is to keep functioning. This was clearly not understood by the critics. No criticism had been raised at the May 2006 meeting: perhaps courage was lacking at that time. Instead the critics simply denigrated the good intentions and the very hard work of the ACT-based members of the Council and proposed nothing positive or sensible. It was, to my mind, a sorry episode in the history of the Society and probably had a lot to do with the loss of enthusiasm of Branch Committee members for organising the 2009 Conference.

Finally, I'd like to thank the members of the Branch Committee for their great work on behalf of members over the past year

*Barry Howarth
October 2007*

Jazz from the archives

Victorian Branch visit, Saturday, 1 March 2008

Since the mid 1990s jazz enthusiasts have realised the importance of preserving Australia's jazz heritage. The Victorian Jazz Archive Inc. (VJA) was incorporated in October 1996, specifically to preserve all forms of Australian jazz music and associated memorabilia. VJA is recognised by the National Film and Sound Archive of Australia as being part of the national distributed collection of audio-visual material.

The prime focus of the Archive is to identify, collect, document, and exhibit all types of Australian jazz recordings, musical instruments, videos, photographs, publications, and historical memorabilia. Details of the Collection are being constantly added to a central local-community database accessible on the World Wide Web.

The current exhibition is called 'The Fitzgibbon Dynasty', honouring the Fitzgibbon family – arguably one of Australia's most prominent families in entertainment circles including music and stage.

Victorian Branch members and friends are invited to a private fully-escorted tour of the collection and database, followed by afternoon tea in the Waterfront Café, serenaded by beautiful jazz.

Venue: 'Koomba Park', 15 Mountain Highway, Wantirna, just around the corner from Burwood Highway, in the Park directly opposite the Nutri-metics Head Office Building – Melways ref. 63 C 8.

Time: 2.00 pm. Cost: \$5 per head
RSVP : Jenny Restarick by 20 February
Phone/fax [REDACTED]

Victorian Branch Visit to Colac

The Victorian Branch Indexers' visit to Colac, on the weekend of 16–18 November, proved most enjoyable. Setting off with Jenny Restarick and passing the Frenchman's Inn Hotel in Cressy (closed), built by Frederick Duverney adjacent to a ford in the river, we drove into Beac for a snack in a delightful little café /curio/ second hand goods shop. Onward then to Colac, where the surrounding lakes (many of them salt) create a beautiful backdrop for the town. Every garden was a delight, with roses in abundance.

We drove up to the front door of 'Balnagowan', which features in *The Historic Homes of Colac and District*. 'Balnagowan' has recently been sold and there are plans to develop the grounds for retirement accommodation. We learnt that the area had been called Limeburner's Point and the Aboriginals held ceremonies there. On Friday evening we enjoyed a meal at one of the local motels as the rest of our party joined us.

On Saturday morning we met Keith Chambers, the author of *Historic Homes*, his wife Elizabeth, and Gladys Hester, who had been Jenny's very helpful contact from the Historical Society. Keith has a wealth of knowledge, which he enthusiastically passed on to us as we drove round the district. We set off in convoy to visit the dairy farm 'Mamre', home of Mick and Loretta Roache, whose family have run the property since the 1920s.

We were joined by Rob and Gay who live in the Stoney Rises Homestead, one of the last homestead stations typifying the style of home built by settlers as they progressed from bark hut to stately mansion or townhouse.

Our next destination was 'Corunnun', where the original kitchen had an atmosphere of a Welsh or Scottish cottage. Shirley Burns, who lives at 'Corunnun', has written a history of the area called *Onion People: the history of onions in Victoria*. Her book does not have an index, so this may be a reason to return! Shirley's sister-in-law Beryl recalled how the onion growers improvised corrugated iron 'raincoats' and kept working during downpours in the onion beds.

Then to the Red Rock Lookout, from which Lake Colac stretched out beneath us in a long sweeping arc. In WWII the lake was used to practice navigational skills and bombing runs and the fuselage of one aircraft can still be seen in the water. The local Aboriginal tribal name was Coladjin and remains of their middens can be found there. Lake Colac is only two metres deep but is said to be the only inland lake to have a shipwreck – a steam boat which broke free early this century.

On returning to Colac as we crossed over the river, Keith told us that traditionally pubs were built each side of the river as travellers were often stranded due to floods. Colac still has one of these pubs on the edge of the creek, but unfortunately it was not open.

Further on we drove past 'Thornbank' which features in the book. We also passed 'Derrinook' which was originally a private hospital but is now divided into flats. Nearby were two houses built by John Pell, whose bricklaying firm was responsible for building many houses in the area, and who used these houses to show off his different styles. One house is

still as it was, but the other has been painted white with blue trimmings – it seems the wife did not like the coloured bricks and had the house painted while her husband was in hospital!

We passed the Bulla cream factory which exports products as well as supplying the local and interstate markets. Other notable names were those of Murray and Foster Fyans, once a dreaded name to convicts. Mt. Hesse and Gellibrand Forest were named for two pioneers who disappeared whilst exploring the country for potential settlements. Keith also drove us through 'Colanda', built as a mental institution but now virtually empty, although the huge grounds are beautifully maintained.

In the afternoon we visited the Colac Historical Society, where a huge library of information is available. A chandelier from 'Corooke House' hangs above the displays. We were given a very warm welcome plus a marvellous country afternoon tea, and John Simkin presented the society with our combined index in various formats to suit every researcher.

Our dinner in the evening was in a delightful old building which had been converted from its original function as the IOOF Hall.

On Sunday morning we visited 'Irrewarra' which is also a dairy farm, also called 'Whitehalls' in the book. Margaret and Garry Hitchings, the present owners, explained that the grand homestead called 'Irrewarra' was pulled down earlier this century, and that their farm 'Whitehalls' is now called 'Irrewarra' in memory of the original house. 'Irrewarra' means sandy bank. Margaret and Garry make their own natural icecream, which is distributed around Australia, predominantly to health food outlets. After tasting, we were unanimous in recommending 'Irrewarra' brand icecream.

It was time to head back to Melbourne, stopping at Birregurra to meet up with Peg Anthony, who has been living there since her retirement from the State Library twenty years ago. We also called in to the Birregurra Historical Society, which has a large collection of information and memorabilia.

'Barwon Park' is a National Trust property on the outskirts of Geelong, built by Thomas and Elizabeth Austin in 1871. It was Thomas who introduced rabbits into Australia for sport—on one occasion the Duke of Edinburgh killed 500 rabbits in one shooting expedition. Mrs Austin later sold the house to the Batson family, who lived in just a few rooms as the house was too difficult to keep warm. They lived there for sixty years without gas or electricity, until the sole survivor, Sidney Batson, bequeathed it to the National Trust.

Our sincere thanks to Alan Eddy and especially Jenny Restarick who organised a most enjoyable and informative weekend. Keith Chambers had explained to us that there are many more properties he could have included in the book, but apart from space constraints he also stayed within the shire boundaries. Many homes are privately owned and the families wish to maintain their privacy. We were very fortunate to have been able to have a glimpse into some of the homes and to learn something of their past and present owners.

Bev Mills

(But, alas, abridged to less than half its original length for lack of space. Ed.)

From the literature and other thoughts

Intelligent life/Sydney Cohen



Thank you to Elizabeth Wood-Ellem for forwarding details of an article in *The intelligent life* on 19 December 2007 called 'My time in the indexing trade: memories of an ancient kingdom' (<www.moreintelligentlife.com/node/735>). The author, Enid Stubin, had worked for the Sydney Wolfe Cohen indexing service in New York City. See also the comment by Sydney Cohen at the

bottom of the page, and a blog entry on the article at <papercuts.blogs.nytimes.com/2008/01/04/the-index-kings/#more-273>.

Reviews of indexes

Thank you to Jenny Restarick for the following mentions of indexes in book reviews in the *Royal Historical Society of Victoria Newsletter* # 269, June/July 2007.

Joy E. Rainey. *Spuds, Rabbits and Flour Bags ...* Kurrajong Press. Berwick, Vic., 2006. 'There is a reliable index but no pictorial content.'

John G. Jennings and Jim Zentveld. *Seymour Golf Club 1906-2006*. Seymour, Vic. 2006. 'Well illustrated and indexed.'

Gillian Hibbins. *Sport and Racing in Colonial Melbourne*, Lynedoch Publications, Melbourne, 2007. 'Handsomely produced and illustrated with an excellent index.'

And from in the *Royal Historical Society of Victoria Newsletter* # 272, Nov/Dec 2007 (<www.historyvictoria.org.au/pdf/history_news.pdf>).

Allan C Jones, *Beaumaris Newsletter Index* January-June 1953 Volume 7, 2007, pp. 25. 'This is an index of the journal of the Beaumaris and Citizens Association at the time before the massive suburbanisation of this area from the 1960s. It is a model of index presentation and a valuable reference tool for the papers themselves that are held by the State Library with microfilm in local and other sites.'

We wonder whether any of these were indexed by ANZSI members?

Indexing volunteers in libraries

inCite (v. 28, 10 October 2007) had a special issue on volunteering and retirement. The article 'Volunteering in retirement' (p. 31) mentions some volunteer experiences, many of which involve indexing. 'Neil Radford tells us he volunteers at this local public library indexing a 19th-century local newspaper on microfilm. At the same library, a retired librarian volunteers by cataloguing or indexing old photographs for the local studies section. The volunteers from the J S Battye Library of West Australian History contributed 3882 hours. They worked on indexing projects in the oral history collection, writing synopses and tables of contents, as well as organising unprocessed collections and donations of interviews. In Preservation Services, a volunteer has prepared

descriptions of images from the negative collections to assist the Historical Records Rescue Consortium project. In the State Library of Queensland an unusual project saw two dedicated volunteers, who are themselves car enthusiasts, index car workshop manuals for an online resource of the John Oxley Library of motoring.'

Lost in a good book

'What are you up to Uncle?'

He handed me a large book.

'Enhanced indexing. In a Nextian dictionary, godliness can be next to cleanliness – or anything else for that matter.

I opened the book to look up trout and found it on the first page I came to.

'Saves time, eh?'

'Yes; but –'

Mycroft had moved on.

Fforde, Jasper. *Lost in a good book*. London: New English Library/Hodder & Stoughton, 2002.

ASAIB Newsletter No 24, September 2007

(<saindexers.blogspot.com>)

In the *ASAIB Newsletter* Jackie Kalley noted an article on Karen Sparck Jones, who died on April 4 2007 aged 71 (<www.telegraph.co.uk/news/main.jhtml?xml=/news/2007/04/12/db1201.xml>). She was Professor of Computers and Information at Cambridge University from 2000 to 2002, and had spent more than half a century working on information retrieval and natural language processing (NLP), fields in which she influenced a generation of computing scientists. 'She completed a doctorate which was published as "Synonymy and semantic classification", a paper later recognised as having been well in advance of its time in its use of both statistical and symbolical techniques in NLP.'

Key Words v.14 n.3 July – September 2006

This issue of *Key Words* contains a wide range of interesting conference papers and workshops. The session on parliamentary indexing mentioned the indexes to the British Columbia Hansard Debates which are online at <www.leg.bc.ca/hansard/8-2.htm> – they provide excellent, easy access to a range of topics including air quality and Alzheimer's disease.

Richard Shroul spoke at the Society for Technical Communication (STC) conference about Microsoft's Unique Identifier Indexing (UID) System (<uidindexing.spaces.live.com/PersonalSpace.aspx>). This system uses a macro to embed MS-Word index entries containing UIDs into document source files at the beginning and end of every paragraph. Indexers use these UIDs instead of page numbers or other locators. A second macro replaces UIDs with page numbers, while a third one can 'automatically' insert the index entries from the indexer's file back into the tagged Word file. This means that indexers do not have to have 'live' files to work on.

Glenda Browne

Indexing the NZ Woman's Weekly

Indexes are food and drink for genealogists, so when I was made redundant by a long-time employer, I quickly knew that I wanted to be an indexer, to use my database experience in a different way and to open up a new resource for family and social historians and biographers. I chose the *NZ Woman's Weekly* because I knew it held interesting material often considered 'trivial', such as social columns and children's pages, and I wanted to record the New Zealanders who were mentioned therein. I also reasoned that the magazine, which had a history of nearly 75 years, would however be of low priority in the drive towards digitisation.

I quickly found out that a search engine would be unhelpful, as there were so many inconsistencies and errors in the text. It would have been impossible, I felt, to copy the errors and cross-reference all the corrections, so I aimed for a database that could approach an authority file, with duplicate individuals removed.

I also quickly chose Inmagic's DB/Textworks as my database, because it had the desirable flexibility in record size, which meant that my Name field could hold just the one person mentioned in an article, or the entire list of those present at a gathering; this function could keep families or networks together in one record. It was also the software of choice of the Auckland City Public Library, where I went to work on the index, reading the microfilms and parking my laptop there. Checking my work each night and keeping track of progress were important disciplines, and of course there

were many moments of enjoyment at finding wonderful material about people, and even a classic serendipity such as genealogists hope for when they suddenly turn up something for the person sitting next to them.

I did manage to keep to my estimated timeline in indexing the first eighteen years of the magazine, (late 1932 – early 1951) which I considered to be its first phase, when up to six different social columns were published each week in separate North and South Island editions. I had however not quite visualised what over 100,000 names would look like on paper. I needed that hard copy to compare the Macs with the Mcs, and so on. By squeezing six columns to a landscape format, and using up a printer cartridge, I got around 300 pages of printout for the further edit, and realised I'd underestimated that part of the project and had no hope of being ready for the 2007 NZ Society of Genealogists Conference.

Actually the hardest names to work with proved to be the Nicol, Niccol, Nicoll, Niccoll, Nicolle, Nichol, Nicholl variants. Add an 's' to all of those as well! After nine long weeks of checking I knew that there would probably be no end to the process of reducing duplicate individuals. I ended up with 94,000-odd people who were mentioned in the magazine. Many of those people had multiple entries as well, so the actual count of names is very much higher. Several websites were particularly useful in the editing process, particularly the NZ Electronic Text Centre's War History Project, the Dictionary of NZ biographies and the DBNZ database list, the Anglican clergy directory, and the obituaries in the *NZ Medical Journal*; also my copy of the *Great Australian and NZ Book of Baby Names* by Cecily Dyson was surprisingly valuable.

About half way through the project, I was pleased to attend Max McMaster's excellent training courses in NZ in 2006, and felt affirmed in what I was doing. It was not indexing by subject matter, but article headings or subheadings were picked up, and I had added a comment field where I could input extra information when that helped identify the names. So searching and browsing can be done for subject matter, as well as for creators of records, like the children who regularly sent in submissions under their own names. There are some 2700 individuals who sent in their own work to the magazine in its first phase. I guess I'm sorry that most adults used noms-de-plume for their paragraphs and their recipes, but otherwise the project would have been huge. Adult poets, journalists, photographers and story writers were included.

Currently there are six libraries in the country that hold the microfilms of the *NZ Woman's Weekly*. I have licensed the database to 'The Knowledge Basket' for corporates, but have been encouraged to discover that libraries also want to install a CD in one of their computers for independent researchers. So I hope to also sell some CDs, although I know that my costs won't be recovered. Programming a front end to the CD, designing the covers and so on were all new experiences. I did want to get a start in the field, and have now done my first back-of-book job as well. It is a pleasure to be involved in work where you can learn so much.

Julie Daymond-King

The Indexer subscriptions

Although the *ANZSI Newsletter* provides useful information on what is happening within ANZSI and the general indexing scene in Australia and New Zealand, we are only a small (but valuable!) part of developments in world indexing. To discover what is happening in the UK, USA, Canada, Germany, Netherlands, South Africa, China and elsewhere you need to subscribe to *The Indexer: the International Journal of Indexing*. New or renewing subscriptions MUST be received by 1 March to guarantee a hard copy of the March issue. *The Indexer* as of March this year will appear quarterly, with current issues available to subscribers on-line in addition to their hard copy.

To subscribe at the special rate for indexing society members see *The Indexer* details on page 2 of this newsletter. And please don't be put off by the Paypal icon – payment can be made by the usual range of credit cards, in dollars.

Any questions? Contact <editor@theindexer.org> or <subscriptions@theindexer.org>.

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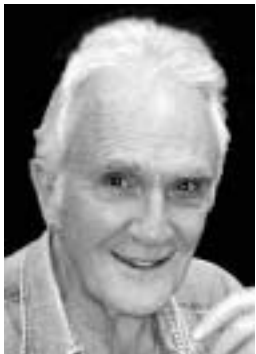
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From the President



Conferences

The Victorian Branch has found it necessary to call off the Indexers' Tour because of insufficient numbers to make the project viable. However some of those who expressed interest are still planning to attend the Society of Indexers conference in Winchester in July.

The conference organisers are offering a free place to a representative of ANZSI who will be required to report on the situation in Australia and New Zealand. Expressions of interest in this offer should be addressed to our secretary in the first instance.

The next ANZSI conference is to be organised by the New South Wales branch in October 2009. An organising committee has been formed and has already started its work. Watch for details of this event.

The proceedings of the 2007 conference, *The Indexing Life*, are now available on CD and are currently being distributed.

Appointments

Mary Russell has accepted the invitation to fill the position of Vice President. Margaret Findlay has taken over the role of Mentoring Coordinator.

Council received a report on the management of the Society's archives. It was decided to continue the practice of depositing them in the State Library of Victoria. The next step

The Indexer subscriptions

The Indexer as of March this year will appear quarterly, with current issues available to subscribers on-line in addition to their hard copy.

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link. And please don't be put off by the Paypal icon – payment can be made by the usual range of credit cards, in our own dollars.

Any questions? Contact <editor@theindexer.org> or <subscriptions@theindexer.org>.

is to appoint a member to determine the location and extent of branch records. This position will be advertised in the *Newsletter* and on the website with the job description.

Apart from the written records – agendas, minutes, correspondence, conference papers, reports and the master file of newsletters – many photographs have been taken over the years and are scattered among present and past members and others. The search for these could prove interesting.

Incorporation

This subject has been under consideration for some time. Investigations to this point have proved expensive and complicated. Now a simpler and less expensive procedure has come to light. Council will investigate this line and present a proposal which must be the subject of consideration and determination by the membership as a whole. It seems that the case for incorporation is not clearcut and the pros and cons need to be carefully considered as to its legal, financial and other effects.

As well as the courses which are an established feature of existing branches, Council is watching with interest the situation in Brisbane where courses are being held on 10–12 March with what appears to be a group of enthusiastic participants.

John E. Simkin

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Deadline for the April 2008 issue: 4 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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

4 April for the April 2008 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\$60 per year; A\$35 half year (Jan to June). Student member A\$35. Subscriptions to the Newsletter A\$45 p.a.

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(international indexing journal)

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Indexers Available

<www.aussi.org/IndexersAvailable>

Australian and New Zealand Society of Indexers Medal 2008

The Australian and New Zealand Society of Indexers Medal is offered annually for the most outstanding index to a book or periodical compiled in Australia or New Zealand.

The index must be in print and published after 2004. It must have been compiled in Australia or New Zealand, even though the text to which it refers may have originated elsewhere. It 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 reader.

The publisher of the winning index will be presented with a certificate recognising their promotion of work of outstanding quality. The judges may also make 'highly commended' awards.

Entries open on 5 May and close on 14 July 2008. A nomination form can be found on the Society's website at <www.aussi.org>, or you can obtain one from Alan Eddy, the Returning Officer, Awards.

Nominations should be sent to the address on the form, with bibliographical details and a copy of the book (which will be returned if requested). Publishers, indexers and other interested people may nominate indexes, and indexers may nominate their own work.

Contact Alan by phone on +61 [redacted]

Alan Eddy

News from the Society of Indexers

The Wheatley Medal

A good index enhances the value of any publication. For this reason the Wheatley medal was established to highlight the importance of good indexing and confer recognition on the most highly regarded practitioners and their publishers.

The Wheatley Medal for 2008 will be awarded for an outstanding English-language printed index published in the European Union between 1 January 2007 and 30 April 2008. The winner will receive the medal, a certificate and a cash prize. Certificates will also be awarded to indexers whose work is commended or highly commended.

Indexes are judged by a panel comprising indexers, academics and library/information professionals. The winner will be announced at the Society of Indexers' annual conference at Winchester University. The deadline for nominations is 30 April.

2008 conference – Winchester

According to legend, the Round Table of King Arthur was designed such that all who sat around it were considered equals, with no knight being more privileged than his peers.

The 2008 SI Conference, in line with this ethos, offers a warm welcome to all and aims to provide a program that will be relevant to everyone, from trainee through to experienced Fellow. At the conference there will be sessions that are directly related to the practical skills of indexing and to employment as a freelance indexer. In addition, there will be seminars aimed specifically at trainees and new indexers. A choice of four SI workshops will also be available during the afternoon of Saturday 12 July.

For more information on currently planned sessions please see the SI website at <www.indexers.org.uk>.

Indexers online directory

How do you find the indexer you need? By looking at the Society of Indexers' online you can search for your indexer not only by subject but also by name, location or skill, for example. Indexers can update their information whenever necessary, so what you see is always current. You can also download a Word (RTF) version of the directory. All the indexers listed have indexing qualifications and/or many years of experience.

NSW Branch news

The NSW Branch met for a social lunch at Tricia Waters' home in East Lindfield on 1 March. Four ANZSI members were joined by Irma Birchall, director of Calyx, a firm specialising in work with Koha, an open source library management system. It was a great opportunity for the dedicated indexers in the group to learn more about collections management, and we hope that Irma walked away with a greater understanding of indexing as a profession.

Glenda Browne proudly wore her official 'THE' shirt, which she created for her Ig Nobel Prize for Literature. Her description of the award ceremony was very entertaining, and we especially enjoyed her recreation of her one-minute

acceptance speech (complete with a commendable American accent as she quoted the little girl sent out to stop her speaking longer than one minute: 'Please stop, I'm bored ... please stop, I'm bored ...').

Other topics of conversation ranged from the next ANZSI conference to the joys (and trials) of parenting and grandparenting. Though a mixed bunch in terms of age, experience and origins, we certainly found a common thread and it was a very enjoyable afternoon. Thanks again to Tricia for hosting the lunch. We hope that more NSW Branch members will join us for the next social gathering.

Mary Coe



From left to right: Tricia Waters, Mary Coe, Glenda Brown and Irma Birchall

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Sat 15 March	Vic Branch	Lunch with Vic Branch committee	The Courthouse Cafe, 72 Smith St, Warragul	Contact Alan Eddy < [REDACTED] >
TBA	NZ Branch	Indexing training courses	Christchurch NZ	Details will follow. Contact Jill Gallop < [REDACTED] >
Sat 21 June Sun 22 June	ACT and NSW Branches	Joint get-together	Bowral NSW	Details will follow – contacts are Barry Howarth < [REDACTED] > Madeleine Davis < [REDACTED] >

Branch secretaries and others concerned with events, please remember that the newsletter is a monthly, appearing (hopefully) during the second week of the month, if everyone plays their part in time and there are no hiccups. Plan ahead! If you have an event appearing in June, it's better to announce it in the May newsletter – or even April.

From fairies to philology: Grimm's Law

This is the second time, dear readers, since I began editing your newsletter in 2004, that I have included a piece of my own from the series on 'Thinking about words' in the Canberra Editor. Last time was in August 2005, an article on Samuel Johnson and his dictionary. This time, on the brothers Grimm and their law. Hopefully both might be at least of passing interest to indexers. But the reason now, as last time, is that you have not provided enough material to fill your newsletter – I would much rather print something from YOU. It was great to have the photo of the NSW Branch; I would like to see more photos. You go on fascinating visits, but I very rarely have anything to illustrate your accounts of what you did and who or what you saw. Think about it ... do something about it ... and I will resume the mantle of invisibility that should cloak every editor.

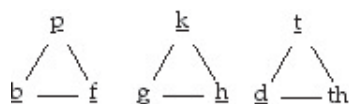


When I was a very small boy I had a 'Little detective's outfit', courtesy of the coupons on the back of cereal packets, with a cardboard Hercule Poirot moustache, a 'seebackroscope' (for seeing who was creeping up behind me without turning round) and instructions for a simple letter-transposition code. It was more like a 'little spy's outfit' – certainly the local police force, even in those less sophisticated times pre-DNA, could go about their tasks without fear of my competition. But I was fascinated by the code. In those heady days just before World War II the family had holidayed in Belgium, so I had come up against both French and Flemish at a very early age. This, and the cereal code, had convinced me that the key to understanding every foreign language was just a matter of knowing how to manipulate the letters.

Alas, when I began school Latin at the age of 8 and then French a couple of years later, I learnt that life wasn't meant to be so easy. But much later I discovered that I had been very nearly right, and the authors of books of folk tales had already cracked the language code back in the 19th century. These were the brothers Grimm – Jakob (1785–1863) and Wilhelm (1786–1859). They began their studies in law, intending to follow in their father's footsteps, but increasingly turned to literature, especially folk songs and folk tales, eventually publishing a collection of some 200 folk tales, *Kinder- und Hausmärchen* (known in English, rather misleadingly, as *Grimm's Fairy Tales*), a publication that marked the birth of the formal study of folklore. They also published scholarly criticisms of German folk literature, comparing it with material from other European countries including England, Scotland and Ireland.

These led Jakob to a deeper study of language and to his *Deutsche Grammatik*, which appeared between 1819 and 1837. It went far beyond its simple title, looking also at the historical development of words and the laws of sound changes in different languages, their relationships and the development of meaning. He picked up on earlier work by the Danish linguist Rask, showing that consonants vary in a predictable way between the Indo-European (IE) languages. The rules he identified have since become known as Grimm's Law.

Grimm described consonant shifts involving nine consonants:



In the triangles the change from IE to Germanic runs clockwise, the derivation of Germanic from IE anticlockwise. Other linguists soon found exceptions to these simple rules, but Grassman and Verner were able to explain many of these exceptions, showing that in particular cases $f > v > b$, $th > d$, $x > g$.

Examples of Latin to a Germanic language (English!) might be *pater > father*, *frater > brother*, *piscis > fish*, *duo > two*, *tres > three*. But the Romance languages tend to keep the Latin consonants: *père*, *frère*, *poisson*, *deux*, *trois*. Between Germanic languages the relation is more obvious: *Fuss > foot*, *Vater > father*, *Mutter > mother*, *Zeit (time) > tide* (but that's 'time' in the sense of 'tide' in Christmastide). We often find these relations even in pairs of related English words: consider *pedal::foot*, *labial::lip*, *guest::host*, *genus::kin::kind*, *sit::sedentary*, *century::hundred* (that 'c' = the 'k' sound in Latin *centum*).

There's actually a 4th series as well, from $qu > ku > gu > ghu (=hw)$, and this gives us changes like *quod > what*, *cuius > whose*. 'What' in Old English was *hwaet*, so this is a case of English spelling where the letters have become reversed. And, of course, if you say the word 'what' with the breathy 'h' sound – not just 'wot' – it still comes out as *hwat*. Try it!

Why is this potentially important to editors and indexers? You all come across foreign words from time to time in your work, and just now and again they may not be made clear in the text or in your available references. Although Grimm's Law will never replace your dictionary or let you read a foreign-language newspaper without further help, swapping a few consonants around may sometimes help you to make sense of the odd foreign word – and perhaps even make occasional sense of the vagaries of English spelling! But, as with 'tide', it doesn't help you much when the language evolves and a word has a new or lesser-used meaning.

Peter Judge

Sources: I consulted *Encyclopaedia Britannica* 2005 on DVD, *The Oxford Companion to the English Language* (for those triangles) and David Crystal's *The Cambridge Encyclopedia of Language*.

(Excerpted from *The Canberra Editor*, November 2004)

ACT region Branch AIATSIS visit, November 2007

Rod Stroud and Judith Cannon of the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) demonstrated three thesauri created and developed by the AIATSIS Library. They were pleased to announce that the Library of Congress has accepted the AIATSIS thesauri as subject headings in Libraries Australia.

These three thesauri are reached through the address <www1.aiatsis.gov.au/thesaurus> and comprise a subject thesaurus, language thesaurus for languages and peoples and a place thesaurus. The thesauri are used in the library's detailed catalogue records found at <<http://mura.aiatsis.gov.au>>.

Another major application of the thesauri, particularly the Place Thesaurus, is AIATSIS's biographical index. The Aboriginal and Torres Strait Islander Biographical Index (ABI) consists of names appearing in published sources which are indexed by the Family History Unit. It is an indispensable aid to 'Stolen Generation' families tracing lost relatives. Judith has been augmenting and editing the Place Thesaurus, based on the 1:250,000 map series so that entries in the ABI have a location component. Rod and Judith demonstrated searching for records for us and showed how the Register of Australian Archives and Manuscripts (RAAM) was the authority for the occupation field in ABI.

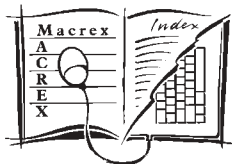
Because of the sensitive nature of much of the material, warnings are given in the introductions to the thesauri and to the catalogue to alert readers to information about deceased persons, or language or concepts in the material which could cause distress. Access to some material, particularly manuscript and confidential material, may be restricted.

After the demonstration there was a general discussion about other Aboriginal projects. AIATSIS is collaborating with the National Library in digitisation for a visual archive and community projects. Another ongoing project is the State Library of New South Wales's index to the Koori Mail, a newspaper produced every fortnight produced by Aboriginal people. Its website is <www.sl.nsw.gov.au/infokoori/>.

Lastly, Rod and Judith mentioned a new program series on SBS, which premiered in Britain and is called 'Who Do You Think You Are?'. Among the Australian participants is Cathy Freeman; her genealogical research and the general information given in the programs will be very useful to Indigenous people.

This was a most interesting and informative visit.

Edyth Binkowski



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From the literature and other thoughts



Can't you all just get along?

Tom Scocca's light-hearted article on childrearing in the *Boston Globe* (30 December 2007) uses index entries to make various points (<www.boston.com/bostonglobe/ideas/articles/2007/12/30/cant_you_all_just_get_along/?page=full>).

For example: 'Our practical introduction to the books started at the back, in the indexes, where the crisis of the moment might be: "Spitting up, 104–105, 389, 691"; "Rashes. See also Eczema; Impetigo"; "Vaporizers, 666–667, 684" ...

Technical disagreements are one thing. But cross-indexing also brings out bitter, if politely coded, ideological strife. Contemporary baby care is defined by opposing doctrines – natural versus clinical, attachment parenting versus baby training – and to flip from book to book is to drop in on hostile army camps, or the shell-pocked no-man's-land between ... On the perilous issue of whether a baby should sleep with its parents, the American Academy of Pediatrics chooses its side by omitting "family bed" and "co-sleeping" from its index altogether'.

Canberra Times, 9 February 2008

James Grieve reviewed *The Himmler brothers* by Katrin Himmler. At the end of his review, he commented, 'The book's most signal lack is of an index. On every page of the text are proper names which one knows recur on many other pages; but without an index, how is the well-intending reader to find them, so as collate, cross-reference and compare the data? Can one imagine that a respectable German publisher, **Fischer Verlag**, would produce a work of socio-political history so incapacitated? Or is this rather the philistinism or penny-pinching of British publishing at work? Whatever the case, it surely is a grand way of irritating your readers by impairing their grasp of the narrative and discussion.'

Blue Pencil March 2008, p.3

Accreditation of editors and editing courses is of current interest in Australia. *Blue Pencil* notes that the Postgraduate Diploma in Editing and Publishing at Macquarie University has been accredited by the Australian Publishers' Association. The Macquarie course is one of just two in Australia with this accreditation, the other being at RMIT University. The APA accreditation scheme was only formally established in 2007, and consists of a review of all units in a program against a set of benchmarks laid down by the APA.

aliaINFOG 8/2/08

Elizabeth Swan sent a message to the aliaINFOG mailing list noting that Elizabeth Drynan and Pamela Johnstone had been awarded the 2008 Robert D. Williamson award from VALA. This biennial award is presented to an organisation or individual who has made an outstanding contribution to the

development of information technology usage in Australian libraries. Pamela and Elizabeth edited *Online Currents* for many years and run their company, Enterprise Information Management. Pamela is an ANZSI member who has been involved with various NSW Branch committees, and Elizabeth was a panellist at our Taxonomy seminar.

Information Wissenschaft & Praxis (Nov/Dec 2007)

Jochen Fassbender, from the German indexing society, was guest editor of a special indexing issue of *Information Wissenschaft & Praxis*, a German journal on information science. The articles were written by indexers from around the world. Most are in English; some are in German, with English abstracts. Articles cover a variety of indexing topics including translation issues, index reuse, automatic vs. human indexing, *The Indexer*, training courses (SI and USDA), indexing software, subject specialities (medical indexing, computer books), website indexing, latest developments in standards covering controlled vocabularies (ISO 25964, ANSI/NISO Z39.19), and a critical analysis of the indexing-relevant aspects of Shannon and Weaver's 'Mathematical Theory of Communication', later renamed 'information theory'. It provides an excellent snapshot of the indexing profession. This special *IWP* issue is available for 35 euros (standard price) from the publisher Dinges & Frick in Wiesbaden or at a discount for a restricted period of time from the German Society for Information Science (contact the DNI coordinator Jochen Fassbender at <info@d-indexer.org>).

Publishers Weekly for sale

The Teleread blog (<www.teleread.org/blog/2008/02/22/publishers-weekly-bible-of-book-publishing-is-for-sale-along-with-dozens-of-other-reed-b2b-magazines/>) notes that a number of Reed Business Information publications including *Publishers Weekly* and *Library Journal* are up for sale. Reed Business Information (the B2B magazine division of Reed Elsevier) is backing off from advertising-dependent businesses, and will apparently use revenue from the sale, at least indirectly, 'to pay \$4.1 billion for ChoicePoint, a controversial database company which, as described in Wikipedia, serves as a "private intelligence service to government and industry", providing credit-bureau-style services among others.'

Annals of Improbable Research

The *Annals of Improbable Research* is now online for free at <www.improbable.com/magazin>. The January/February 2008 issue (vol. 14, no. 1) is a special Reclassification/Renaming issue. Read about classification of plastic plants and renaming constellations for today's youth at <tinyurl.com/yo5sy0> (for fun, not with serious intent). It includes a report on problems with alphabetical shelving of books, including use of title rather than author, and filing titles at 'A' and 'The'.

Glenda Browne

Letter to the editor

Dear Editor,

I was very surprised not to find anything about the five-year registration scheme in the last edition of the *Newsletter*. All registered indexers had been asked to apply for re-registration last year and the successful applicants had been informed that new certificates of registration would soon be issued. Since then, not a word. I had expected an explanation in the *Newsletter* before that and wrote to the Council about the lack of information.

A copy of my email is included below, but so far I have had only acknowledgement of its receipt. As I said in my email, 'members have a right to know what is going on'.

Barry Howarth, ACT Region President

E-mail to ANZSI Secretary, Anne Dowsley, 15/11/07

Dear Anne,

The defeat of both proposed amendments to the Constitution was discussed at the ACT Region Branch Committee meeting last night. We were very disappointed that both went down, as one would have made the filling of casual vacancies more democratic and the other would have given effect to the five-year renewal of registration, something which we believed had broad approval. Certainly at the GAMES meeting no-one raised any objections to the notion. During the renewal process there were only a handful of people who objected to the idea, while the vast majority of registered indexers went along with it. Shirley Campbell put in a great deal of work in

organising the renewal process, all of which work has now proved to be a waste of time.

We would like to know what reasons for rejecting the five-year renewal of registration were put forward at the AGM. We are concerned that there may be another agenda behind this: John Simkin alluded to superseding "some of the roles of the Registration Committee" in the recent *Newsletter*. In my other role as a member of the Registration Committee I would very much like to know what that is all about.

We were also very surprised that nothing was mentioned in the *Newsletter* about the implications of the defeat of the amendments to the Constitution, especially in relation to registration. The members have a right to know what is going on and why the five-year renewal of registration policy has now effectively been scrapped.

*Yours sincerely,
Barry Howarth*

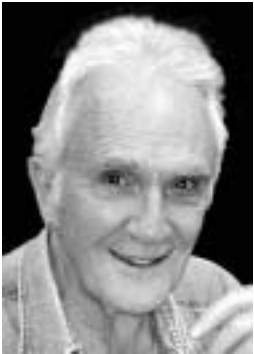
Reply from the ANZSI President

Five year re-registration has not been abandoned. The Council believes it to be necessary, although the motion which was intended to introduce it did not pass at the AGM. Suggestions for a new motion to achieve the Constitutional amendment needed are being considered by Council.

John

<h1>CINDEX™</h1>		for Windows and Macintosh	
from Indexing Research: the full-service indexing company			
Simple ➤	install the program and begin adding entries in 3 easy steps. No formatting pre-sets necessary.	Sophisticated ➤	employ Cindex's ability to interact with other software: drag & drop between indexes and word-processors, embed index entries in RTF-compatible word-processor documents, export & import files to and from other indexing, spreadsheet, and database programs.
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Available for Windows (including Vista) and for Macintosh (OS X 10.3 and higher) Student and Publishers' Editions are also available. Contact us to find out how these might best suit your needs.		Indexing Research www.indexres.com 620 Park Avenue #183 Rochester, NY 14607 tel: +1-585-413-1819 email: info@indexres.com	CINDEX™ ...Simplify index preparation with the software that does everything you need to produce quality indexes.

From the President



Registration

There are levels of competence which all those practising a profession should aspire to. With this goal professional organisations conduct and sponsor, in various combinations, formal courses, formal and informal mentoring, seminars, and workshops with recognition in various forms such as degrees, certificates or accredited memberships.

In our case, in the absence of formal courses leading to tertiary qualifications in indexing, the Society's registration system acts as a professional standard for indexers who have demonstrated expertise and gained some experience in indexing.' (*Registration Background* – website)

Indexers Available, which is accessible via the Society's website, lists 88 members apparently looking for work. Of these 46 are already registered. Of the 42 who are not registered 21 list published works which they have indexed. Presumably the other 21 are still to find their first commissions or do not feel confident of the work they have done.

These observations suggest two questions:

1. Among the 21 who have listed published works, are there some or all who are ready to submit work to the Registration Panel? In the survey reported by Mary Russell in the November/December newsletter, 29% (35 replies) stated that they intended to apply for registration.

2. Are there means by which the Society can help members to achieve the competence and confidence to apply for registration? The present courses are mainly at an introductory

level. Mentoring carries new indexers further but does not duplicate the harsher reality and pressures of the commercial world. At this point they are on their own especially if they live where they cannot meet more experienced indexers. Perhaps this is a factor in New Zealand where only one of the eight listed in *Indexers Available* is registered.

Answers to these two questions would be helpful.

There is another question which arises from the survey: what of the registration of database indexers? In the survey 37% (45 replies) expressed interest in this matter.

Conferences

Australians and New Zealanders are among the world's most ardent travellers. Indexers might think of incorporating attendance at a conference in their overseas travel. (Tax deductions may be available.) This year there are three conferences in interesting places: Denver, 30 April – 3 May; Vancouver, 2–3 June; Winchester, 11–13 July. And closer to home already planned for next year: Sydney, October 2009. Expressions of interest in representing ANZSI at the Canadian and British conferences should be directed to our secretary. Both societies are offering a free place for those who perform this role.

John E. Simkin

ANZSI Medal 2008

The Australian and New Zealand Society of Indexers' Medal is offered annually for the most outstanding index to a book or periodical compiled in Australia or New Zealand. Indexers may nominate their own work. More details were in your March newsletter – don't forget that entries open on 5 May and close on 14 July 2008.

A nomination form is available from the Returning Officer, Alan Eddy, at < [redacted] >

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Deadline for the May 2008 issue: 2 May

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ISSN 1832-3855

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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

2 May for the May 2008 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\$60 per year; A\$35 half year (Jan to June). Student member A\$35. Subscriptions to the Newsletter A\$45 p.a.

The Indexer

(international indexing journal)

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

ANZSI Corresponding Member

Glenda Browne <[REDACTED]>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Michael Harrington

Ph [REDACTED]

<registration@aussi.org> or

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

Indexers Available

<www.aussi.org/IndexersAvailable>

News from Queensland

Indexing training in Brisbane

Max McMaster came up from Melbourne to conduct three days of indexing training at Brisbane's Marquee Hotel, beginning with a full-day basic introductory session on 10 March and an intermediate session on the 11th. Nine future professionals attended the first session and ten the second, enough to provide interaction and lively discussion.

Attendees included published authors and experienced indexers, editors, librarians and a solicitor, who had come not only from within Queensland but also from Sydney and Casino in New South Wales. We had hired computers for the second session, so that all

attendees had a chance to create their own index, ensuring a real sense of achievement.

Fifteen people attended two half-day training sessions on 12 March, on indexing journals and annual reports. Once again, a lively discussion from the attendees made for a very stimulating day for all.

We thank the ANZSI Council for covering all the extra costs to allow Max McMaster to run these indexing courses in Brisbane. We also thank Max for his suggestion to provide the training, and all those whose attendance made Brisbane training happen.

Nuts & Bolts of Indexing

The Nuts & Bolts of Indexing gathering in Brisbane on 10 March was held in the relaxed atmosphere of the Salisbury Hotel. Seventeen people attended and there was vigorous networking with each other and the man that they had all come to see – Max McMaster.

We began with a meal and a chat, but as the meeting progressed questions centred mainly on how to make a living from indexing, how to find work and where and when training could be accessed to keep abreast of changes. Many participants focused on the fact that there is no Queensland Branch of ANZSI and seemed keen to change this situation.

It would seem that the minimum requirement of ten ANZSI members to form a Branch in Queensland could be easily met. There are currently 25 ANZSI members in Queensland and I will shortly be inviting them, and all who attended the Nuts & Bolts session, to attend a meeting at which we may vote on whether to form a new Branch.

Meanwhile, our thanks to all those who attended this session, and to Max McMaster for supporting and advising us in our endeavours.

Let's do it!

Moira Brown, ANZSI Queensland contact

<[REDACTED]>

The Indexing Life: Proceedings of the ANZSI Conference 15-17 March 2007, Melbourne on CD ROM

Price A\$15.00 (includes GST and postage within Australia or overseas).

Please supply CD ROM copies of *Indexing Life* at A\$15.00 each.

Name:

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Email:

Send order form and payment either by cheque or money order payable to ANZSI Victorian Branch, or by VISA / Mastercard (circle which)

Card No: Expiry Date: /

Name of Cardholder: Signature:.....

Send to: ANZSI Vic Branch, PO Box 1006, Caulfield North VIC 3161 Australia

Inquiries: Max McMaster, [REDACTED]

ACT and NSW Branches' combined 'Evaluating indexes forum'

The ACT and NSW Branches of ANZSI invite members to participate in a joint Evaluating Indexes Forum to be held on Saturday 21 June from 1.00 pm to 6.00 pm at Craigieburn Resort, Centennial Road, Bowral, NSW.

Some indexes are easy to use, others take more effort. Some indexes are rather sparse, others very detailed. Are they 'good' or 'bad' indexes? What does 'detailed' mean? What qualities do judges look for in award-winning indexes? The Evaluating Indexes Forum will discuss these questions and the criteria used to evaluate indexes, using the Yellow Pages' Fast-Find Index as the basis of this discussion. Bring a copy along with you if you can, or arrange to share with someone. It doesn't matter which edition you bring – page locators differ but the framework is standard in all directories.

The discussion leader will be Michael Harrington, Chair of the Registration Committee. Other participants will include members of the Panel of Assessors and Alan Walker, Chair of the Awards Committee.

Craigieburn Resort is on Centennial Road, Bowral (5 minutes drive from the Bowral railway station), phone: +61 3 4861 1277, <www.craigieburnresort.com.au/>. It is a heritage hotel set in the beautiful Southern Highlands, surrounded by a 36 hectare garden estate and including a private 9-hole golf course. There is a restaurant and spacious guest lounges with open fires (of course!).

The Forum will take place in a comfortable meeting room, with open fires, views and complete privacy. As the room has been booked for the whole day, participants are welcome to arrive early and relax or sightsee in and around Bowral (e.g. the Bradman Museum is here) – see <www.highlandsnsw.com.au> and <www.thesouthernhighlands.com.au/>.

There is no charge for attendance at the Forum, but if you stay overnight you will need to cover your accommodation and dinner. The ACT and NSW Branches will cover the costs of light refreshments during the afternoon and drinks at the dinner. We anticipate that informal discussion and networking and some entertainment will take place after the dinner.

A single room costs \$199, including breakfast; twin-share or double is \$248, breakfast included. To book a room you should contact Craigieburn directly at least six weeks ahead of the scheduled date, saying that you are part of the ACT/NSW Indexers' group booking. A deposit of \$100 per room is required.

Dinner will be in the Craigieburn restaurant: two courses \$55; three courses \$65.00. A sample menu is on the website. You are welcome to bring spouses/partners to the dinner.

As well as booking directly with Craigieburn, all those wishing to attend should also contact Sue Flaxman <[redacted]> who is coordinating the numbers and dinner arrangements with Craigieburn.

ANZSI (ACT Region)

Annual reports workshop for indexers

Saturday 10 May, Seminar Room A, Coombs Building, ANU

Program

9.30 am – 12.30 pm Workshop conducted by Michael Harrington
 12.30 – 2.00 pm Lunch (BYO); morning and afternoon tea provided
 2.00 – 4.00 pm Open discussion, queries, tips and suggestions

Cost: members \$100, nonmembers \$130

Enquiries to Eleanor Whelan <[redacted]>

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Tues 29 April	Vic Branch	Follow-up indexing workshops	Holmesglen Conference Centre	Max McMaster <[redacted]>
Sat 10 May	ACT Region	Annual reports workshop	Seminar Room A Coombs Bldg, ANU	Eleanor Whelan <[redacted]>
Sat 24 May	NZ Branch	Introduction to back-of-book indexing	Christchurch, NZ	Carol Dauber <[redacted]> Max McMaster will be the trainer
Sun 25 May	NZ Branch	Intermediate back-of-book indexing	Christchurch, NZ	Carol Dauber <[redacted]> Max McMaster will be the trainer
Sat 21 June Sun 22 June	ACT Region and NSW Branches	Joint get-together: Evaluating indexes forum	Craigieburn Resort, Bowral NSW	See details above. Contact Sue Flaxman <[redacted]>
Sat 2 Aug	Vic Branch	Seminar	Armora Riverwalk	Details to follow

The new ANZSI website

By the time you receive the May issue of the *ANZSI Newsletter* the new ANZSI website will be live at <www.anzsi.org>. It has taken ages, but I hope when you see it you will agree it has been worth the wait.

Firstly, I would like to thank all those who volunteered their time to make the new website possible, including Lynn Farkas, Shirley Campbell, Jon Jerney, Glenda Browne, Kathy Simpson, Alan Eddy, Max McMaster, Margaret Findlay, the NSW Branch and ANZSI Council members. The website has been designed by Link Web Services, a Canberra based company, using a content management system. The information architecture was developed by ANZSI members, and content was added by Mary Russell.

Secondly, I would like to stress that this is *your* ANZSI website, so I am keen to hear what you think of the site and how you think it could be improved. Is there something you would like to see included? Please let me know.

What is different?

Each branch or group has their own webpage. This is where local events, of interest to indexers, can be promoted. They do not necessarily have to be ANZSI events. Perhaps the local editors are running a course of interest, or there is a local conference or workshop of interest.

The Publications area includes:

- *ANZSI Newsletter* since 2003, with details of what is in each issue. The current three issues are located in the Members' area.
- *Conferences* section, with details of the 2009 Conference, as well as details of past conference papers, with links to papers, where available.
- *ANZSI Indexing Series*, the series of indexers published as part of the Mentoring Scheme.

In an effort to promote *ANZSI Newsletter* articles and conference papers, *Indexing Resources* has been totally redeveloped. Key print and electronic indexing resources, from around the world, have been grouped into sections covering:

- indexing;
- standards;
- names;
- types of indexing;
- subject specialism;
- indexing as a business;
- thesaurus;
- software;
- email lists;
- indexing societies.

Training and Awards includes details of training courses available, distance learning, mentoring scheme, registration, and the ANZSI medal.

There is a member's area which requires a password. The password you use is the same one you used to update your entry on the old website. If you have forgotten your password please contact Joanna McLachlan (Membership Secretary) at

<[REDACTED]>

When you first login you will be asked to update your details. Please take time to make sure all the information is correct. Under the *ANZSI Inclusions* section of the form you can say if you want to receive the *ANZSI Newsletter* via email (to start soon), have your name only appearing in the Member Directory, or be included in *Indexers Available*.

At the bottom of each page is a link to the website index.

Payments via credit card for renewals, registration, new memberships will be available soon.

The style of the website is such that you will need to move your mouse over the text to see the links.

So keep an eye on <www.anzsi.org> and use your mouse to explore the information available on the new website. And, as I mentioned earlier, I welcome your suggestions and comments.

Mary Russell
ANZSI Web Manager

ANZSI Victorian Branch Follow-up indexing workshops / Refresher indexing workshops

ANZSI (Vic Branch) will be conducting half-day follow-up indexing workshops / refresher indexing workshops for participants who have completed the intermediate book indexing course in the past, but feel they require some additional indexing training prior to being involved in the ANZSI Mentoring scheme or branching out on their own.

Participants will be provided with a copy of a 125 page non-fiction book, *Let's Haggle! The Fun Guide to Garage Sales, Op Shops & Markets*, by Dianne Duncan (Dunnell Books) about 3–4 weeks prior to the course. Participants will be expected to have completed indexing this title and to bring along their completed index to the workshop where we will discuss how you indexed the work, approaches and assumptions you made, and any difficulties you encountered.

Other parts of the workshop will involve a question and answer session where any conceptual problems of indexing can be discussed and resolved, so come armed with those questions! The final session of the workshop will look at setting up and running your indexing business, e.g. choosing a business name, getting an ABN and registering for GST, equipment needed to get started, income protection insurance, finding work, quoting.

Venue: Holmesglen Conference Centre

Date: Tuesday 29 April, 2008, 9.00 am – 12.30 pm OR 1.30 pm – 5.00 pm

Cost: \$150 (GST inclusive) which covers the book, postage, course notes, morning or afternoon tea.

Presenter: Karen Gillen

ANZSI NSW Branch: Introduction to book indexing

ANZSI NSW Branch will hold a basic book indexing training course over two days on Saturday 17 May and Saturday 24 May 2008. The course will run from 9.30 am to 4.00 pm with a half-hour lunch. It will be held at Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney. Parking onsite if you provide your registration number in advance. The building is near the John's Square tram station and bus stops on Harris Street. Lunch and morning and afternoon tea are included and a workbook will be provided.

Course description: This is a two day introduction to the principles of book indexing. It includes:

- useful references;
- indexing context (working with editors);
- indexing processes (reading, highlighting, indexing, editing);
- approaches to project planning, analysis of text, selection of indexable concepts, and indexing to the appropriate length;
- principles of indexing, including the wording of entries, and creation of cross-references;
- types of entries (subjects and names), elements of entries (headings, subheadings, locators);
- names – special issues in the indexing of people, places, and organisations;
- alphabetical order, and other filing conventions;
- style of entries;
- editing and evaluating entries;
- indexing software – a brief introduction.

The course is presented using lecture format, class discussions and exercises, and take-home exercises. Students receive a substantial workbook.

Payment in advance is required. Cost will be \$540 for members, \$600 for non-members (no GST involved). There is a 40% discount for long-distance travellers (travel requiring an overnight stay). As the course is on just before the end of the financial year, we will accept membership for 2008/2009. You will have to pay the membership fee separately to the ANZSI Treasurer (details at <www.aussi.org/membership/index.html>).

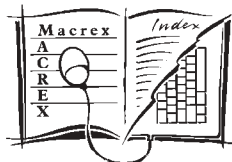
Course enquiries to Glenda Browne: + [REDACTED]

Venue and parking enquiries to Lorraine Doyle: + [REDACTED]

Bookings and payments to Sue Flaxman: [REDACTED]

Payment can be made by cheque to ANZSI NSW or by direct deposit to account no. [REDACTED] at the Commonwealth Bank Blaxland Branch – [REDACTED]. Applicants should ask for their name and 'ANZSI COURSE' to be put as the reference number (if the bank won't do this, just put a 4-digit number and let us know what it is. This allows us to track the deposits). Cheques should be posted to Sue Flaxman at [REDACTED].

Glenda Browne



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MACREX VERSION 8 is now available, and runs on Windows™ NT, 2000, XP and Vista. For other platforms please contact us. **NEW FEATURES IN VERSION 8** include the option to use a hierarchical and non-hierarchical autocomplete /authority file; optional automatic heading changes; creation of single-keystroke RTF and text file; comprehensive text-sensitive help; facility to open indexes directly from Windows Explorer as well as from icon or Command prompt; many built-in macros; and a wide range of program enhancements. Many more features will be introduced into the program during the life of version 8, and updates will be sent out free to registered version 8 users.

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From the literature and other thoughts



Online at *The Indexer*

Issues of *The Indexer* dating back to 1974 are now available online, if permission to publish has been received from copyright holders. Select 'Online Issues' from the home page at <<http://www.theindexer.org>>. What a wonderful resource this is! Thanks to Maureen MacGlashan and the others who have worked so hard to put these up.

Interesting to see the title 'Indexers will not be replaced by computers' in the April 1974 issue. Perhaps true, perhaps not. Recent discussions on Index-L have highlighted the loss of indexing jobs relating to list compilation-type indexing and journal indexing. In both cases the publishers are relying on free-text searching as a substitute.

Teleread, on e-indexes versus p-indexes

The Teleread blog contains many posts of interest about developments in the publishing industry. Carol Jurd <www.teleread.org/blog/2008/03/20/a-history-of-the-later-roman-empire-begging-to-be-studied-in-e> notes that *A History of the Later Roman Empire*, by Bury, is now available as an e-book (I wonder how many others of you used it as your high school textbook).

She bemoans the time taken using print indexes: 'But it also points out the horrors of trying to research a subject using the old p-book index. Students are struggling to finish the amount of work as it is, so who needs to waste an hour trying to locate references in a book?' (not sure why it takes them an hour) and is enthusiastic about the opportunities that electronic publication brings: 'Being able to search the text is one thing, but to be able to hyperlink references, add notes, bookmark sections—now that could be a real time-saver with the right software in use. And no more of those dog-eared volumes with broken spines and lots of underlining (usually by someone who liked red pens)!'

On first reading I took this to be praise for general searching of e-books, but on a second reading I saw it referred to the value of indexes when made available online. This is the sort of approach that will be crucial for the future of indexing when more and more books are available electronically.

Teleread, on e-books

David Rothman <<http://www.teleread.org/blog/2008/03/31/in-case-you-missed-em-e-book-stats-youve-never-seen-before-documenting-the-shortage-of-e-titles-from-big-publishers>> notes that despite the large numbers of e-books available through Amazon, the contribution from major publishers appears to be minuscule (which those of us at the 2007 conference learnt, from Pam Peters, should not be spelt miniscule). But while developments may be slower than the techies wish, there are changes on the way. For example, *The Indexing Companion* is now available as a Kindle book through Amazon and in Adobe Reader format through Dymocks.

Fiction index, published

Hazel Bell, an advocate and practitioner of fiction indexing, has published cumulative indexes to A.S. Byatt's novels: Bell, Hazel K. *The Frederica Indexes: Cumulative Indexes to A.S. Byatt's Novels "The Virgin in the Garden"/"Still Life" and "Babel Tower"/"A Whistling Woman"*. HKB Press, 2007. 21 p. £6.00 ISBN-13: 978-0955250361

She has also written a history of index makers, to be published in July by Oak Knoll Books in Delaware, and HKB Press in the UK. David Crystal has written the preface.

Sequestration

Strong publishing areas, with a long tradition and many ongoing projects, are the least likely to change. This has always been a problem for library classifications and subject heading lists, which are used by thousands of libraries around the world, and where changes impact on other areas and require a large amount of work if they are to be fully integrated (often, however, the changed system is simply added to the old). The sequestration is perhaps strengthened by the fact that there is no single, agreed authority in the area, and that certain subject areas are considered to have special needs, so that more generally applied rules are thought not to apply. The same probably applies in government publication, where a strong style guide ensures consistency between departments and over time.

Risk management for contractors

Indexers who work on large or non-traditional projects, often find they are required to have certain insurances, and to take on liability for certain risks associated with the projects. This problem is not limited to indexing contractors, and an article in *Building and Construction Law* (v.22 n.5 December 2006) noted some of the problems (some bullet points deleted): 'A study of major construction contracts in Western Australia found:

- risks were not allocated to the party best able to manage the risk;
- risks were transferred to consultants and contractors which were impossible for them to manage;
- cost savings would have occurred had risks been more effectively allocated;
- disputes and claims increased as a consequence of changes to risk allocation.'

A freelance indexer has to increase their hourly rate by a significant proportion to cover required professional indemnity insurance and other risk mitigation approaches for a job. This, of course, varies a lot depending on the amount of work done. It is also an ongoing cost, as professional indemnity insurance has to be held at the time a claim is made, not just at the time the work is done. Given the low risk associated with most indexing work, it would seem to be more cost-effective for employers to take on the risk associated with the work done.

Glenda Browne

ACT Region Branch meeting: 'Show and Tell'

On 4 March ten members of the ACT Region Branch met in the Friends Room of the National Library of Australia for a 'Show and Tell' session.

Philip Jackson reported on the maintenance task recently undertaken at APAIS at the National Library. Data from old records, particularly monographs, has been moved to new appropriate fields.

Prue Deacon reported on the AGLS Working Group meeting held on 4 March. (AGLS used to stand for Australian Government Locator Service but the old name is no longer used because the standard has gone beyond the government sector). The meeting focussed on proposed revisions to the AGLS metadata element set (Australian standard AS 5044-2002). One proposal is a major change to the syntax of HTML/XHTML displays of metadata - this is to bring AGLS into line with changes in Dublin Core metadata. A second proposal, of interest to indexers, is that the subject element of metadata will no longer be mandatory. It will still be highly recommended but with the advice that quality control is essential if the subject metadata is to be usable. Prue also reported that HealthInsite has finalised a contract for a new search engine.

Shirley Campbell reported on the annual reports she indexed in 2007. It was apparent that some Commonwealth government departments had received and acted on the letter about the process of editing and indexing annual reports sent to the Secretary of Prime Minister and Cabinet from the Canberra Society of Editors and the ANZSI ACT Region Branch. The employment of a professional indexer rather than preparation of the index in-house was evidence of this.

Tracy Harwood joined the Victorian Branch for the weekend visit to Colac in November 2007. She enjoyed this weekend and found the indexing activity most useful. This visit was reported in the January/February 2008 issue of the Newsletter.

Michaela Olde reported on indexing a publication on animal health; the subject matter was healing with Australian bushflower essences. The author provided keywords to be included in the index. The author also required passing references to bushflower essences to be included and these headings were not to be further refined which resulted in entries with multiple locators.

Sandra Henderson prepared the index to the annual report for the Australian Public Service: *State of the Service*. This was a rush job but it was very interesting. She also worked on a project indexing the website content of the National Prescribing Service. The work involved assigning subject terms from a very detailed thesaurus, as well as more general checktags and a brief description. The NPS website <www.nps.org.au/> offers professional and consumer information. A team of indexers worked on this project, which was coordinated by Glenda Browne.

Geraldine Triffitt indexed the history of a family whose origins are from Finland. A great deal of time was spent experimenting with peoples' names and names of places. She found the most useful starting point was the descendants table. She had to resolve the issue of whether to index photographs and decided to index all photographs. Hospitals, schools, churches and cemeteries were also indexed.

Lynn Farkas was contracted to evaluate a thesaurus that had been prepared for Medicare Australia. All functions of the then Health Insurance Commission were covered in the thesaurus. Although it is an excellent thesaurus it has not been used agency-wide. A more focused thesaurus is now needed for subject access to the electronic information service used by counter staff in Medicare Australia branches. Lynn described the process she used to come up with recommendations for refining the original thesaurus to produce a working list for branch staff.

Barry Howarth described a recent indexing project where he produced an index to a thirteenth century language textbook used to teach Chinese to Koreans. The book consisted of a series of dialogues. Barry had only a hard copy of the text to work on as the author had managed to scramble the digital copy! The author wanted three indexes (in-depth indexing was required): books, proper names and subjects. Barry had to go along with some non-indexing practices, such as long strings of locators, which the author wanted. The index ended up more like a dictionary but Barry did add social concepts.

These sessions are always popular as they enable members to learn of the diverse indexing activities of other members.

Shirley Campbell

ANZSI Vic Branch

Committee meeting at the Courthouse Café, Warragul on Saturday 15 March (photo by Catherine Tully).

From left: Jenny Restarick, Alan Eddy, Bev Mills, Max McMaster, Margaret Findlay.



From the President



I was pleased to receive comments from some new members on problems they see in the process leading to registration. Two activities notified in the April Newsletter aim to move into the gap between basic courses and registration. The ACT and NSW Branches are to hold a joint one-day forum on evaluating indexes (Bowral, 21 June) and the Victorian Branch will have already held follow-

up indexing and refresher indexing workshops (Holmsglen, 29 April). And then there is mentoring apart from that which takes place at an early stage in an indexer's career. Some indexers find personal and informal mentors. We all need them. I have been producing indexes for twenty years, albeit not as prolifically as some others, but sometimes I need to contact a colleague for advice or to discuss a problem. Such contacts have prevented me from making unnecessary mistakes.

Apart from working up to registration there is the question of how to get jobs. Some are better at 'selling' themselves than others. In the UK this has been partly overcome by the team approach adopted by Indexing Specialists (UK) founded by Richard Raper. Informally there are some examples of this approach here but there is a problem of scale. Book publishing in the UK is more than ten times the volume of Australian and New Zealand. SI has 700 members, ANZSI has 200. Just work it out. ANZSI indexers who aspire to making a living from indexing may be operating in a more difficult market. Those of us who are part-timers are aware of the unforeseen fluctuations.

ASI is now American Society for Indexing

An amendment to its bylaws changing ASI's name to American Society for Indexing (from 'American Society of Indexers') has been approved by 83.5% of the members voting in the 2008 election. The name change is effective immediately, and will be phased in at both the national and chapter/SIG levels over the next few months.

At the 2007 SI conference Ian Crane, a former Chair of SI, gave a seminar on 'What else can we do?' which explored alternative earnings options for indexers. Such an exploration could be helpful here. In my own experience this has included consultancies in public and school libraries, cataloguing of collections of books and periodicals on Oriental art and on dance for an academy in Malaysia, research in periodicals in the Botanical Gardens library in Singapore and the compilation of five bibliographies covering Australian publications and the comprehensive listing of sequels in the English language. Most indexers have other skills which can be used in this way.

I see that Glenda Browne's international reputation has been acknowledged in *The Indexer* with the review of her article on 'The definite article: acknowledging "The" in index entries' (*Indexer* 26(1), 2) and the Ig Nobel Prize which she received for it. Receiving the award took Glenda to Harvard University. In this and other ways Glenda does much for the profession here and internationally. Her work for the prize demonstrates one of the fine points of the ANZSI character; we could call it lightheartedness. This could perhaps be traced back to an old, maybe forgotten, tradition of including a spoof entry in every index. In the po-faced world of the 21st century such a practice might be prosecuted under some obscure clause of the *Trade Practices Act*.

John E. Simkin

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Deadline for the June 2008 issue: 4 June

Newsletter, Webmanager and Registration contacts

Editor: Peter Judge

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Web Manager: Mary Russell

Website: <www.anzsi.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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

4 June for the June 2008 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\$70 per year from 1 Jul 2008.

Institutional membership \$95.

Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>.

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Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph [redacted] or
<[redacted]> or
<www.anzsi.org/registration.asp>

Indexers Available

<www.aussi.org/IndexersAvailable>

News from Queensland

ANZSI has a Queensland Branch in 2008

I wish to formally announce that on Monday evening, 28 April 2008, at a meeting in Brisbane, Queensland, there was a motion put and a vote was taken, to form a Queensland Branch of ANZSI (Australian and New Zealand Society of Indexers).

A Branch Executive was elected on the night and the office bearers of the Queensland Branch of ANZSI are listed below.

President: Moira Brown
Vice President: Beryl Macdonald
Secretary: Sandy Liddle
Treasurer: Franz Pinz
Committee Members:

Mei Yen Chua, Jacinda Wilson

The first meeting of the Queensland Branch will be held in Brisbane on Wednesday 18 June 2008 at 7.00 pm, at a venue to be advised. So keep this date free and mark it in your diary. This is YOUR branch! Come and enjoy it.

All ANZSI members in Queensland are automatically members of the Queensland Branch at no further cost.

Friends, we need ideas for our Branch meetings. All suggestions are welcome. Please contact any member of the Queensland Branch Executive with your ideas for future guest speakers, training requests, venues and outings which we can all enjoy. (Contact details are on the last page of the Newsletter.)

I have plans afoot to hold Branch meetings in Townsville and the Sunshine Coast in the near future, so ANZSI members in those areas of the State may network and also enjoy being part of the Queensland Branch experience.

Thanks to the numerous members and industry associates, who emailed their support for the formation of the Queensland Branch of ANZSI. Thank you also to those members who turned up on the night and made it happen.

Stay in touch!

Moira Brown

<[redacted]>

Stop Press! Membership rates

Council have increased personal membership rates to \$70 for the next financial year, commencing 1 July 2008. Institutional membership becomes \$95.

The Indexing Life: Proceedings of the ANZSI Conference 15-17 March 2007, Melbourne on CD ROM

Price A\$15.00 (includes GST and postage within Australia or overseas).

Please supply CD ROM copies of *Indexing Life* at A\$15.00 each.

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Inquiries: Max McMaster, phone + [redacted]

ACT and NSW Branches' combined 'Evaluating indexes' forum

The ACT and NSW Branches of ANZSI invite members to participate in a joint Evaluating Indexes Forum to be held on Saturday 21 June from 1.00 pm to 6.00 pm at Craigieburn Resort, Centennial Road, Bowral, NSW.

Some indexes are easy to use, others take more effort. Some indexes are rather sparse, others very detailed. Are they 'good' or 'bad' indexes? What does 'detailed' mean? What qualities do judges look for in award-winning indexes? The Evaluating Indexes Forum will discuss these questions and the criteria used to evaluate indexes, using the Yellow Pages' Fast-Find Index as the basis of this discussion. Bring a copy along with you if you can, or arrange to share with someone. It doesn't matter which edition you bring – page locators differ but the framework is standard in all directories.

The discussion leader will be Michael Harrington, Chair of the Registration Committee. Other participants will include members of the Panel of Assessors and Alan Walker, Chair of the Awards Committee.

Craigieburn Resort is on Centennial Road, Bowral (5 minutes drive from the Bowral railway station), phone: +61 3 4861 1277, <www.craigieburnresort.com.au/>. It is a heritage hotel set in the beautiful Southern Highlands, surrounded by a 36 hectare garden estate and including a private 9-hole golf course. There is a restaurant and spacious guest lounges with open fires (of course!).

The Forum will take place in a comfortable meeting room, with open fires, views and complete privacy. As the room has been booked for the whole day, participants are welcome to arrive early and relax or sightsee in and around Bowral (e.g. the Bradman Museum is here) – see <www.highlandsnsw.com.au> and <www.thesouthernhighlands.com.au/>.

There is no charge for attendance at the Forum, but if you stay overnight you will need to cover your accommodation and dinner. The ACT and NSW Branches will cover the costs of light refreshments during the afternoon and drinks at the dinner. We anticipate that informal discussion and networking and some entertainment will take place after the dinner.

A single room costs \$199, including breakfast; twin-share or double is \$248, breakfast included. To book a room you should contact Craigieburn directly at least six weeks ahead of the scheduled date, saying that you are part of the ACT/NSW Indexers' group booking. A deposit of \$100 per room is required.

Dinner will be in the Craigieburn restaurant: two courses \$55; three courses \$65.00. A sample menu is on the website. You are welcome to bring spouses/partners to the dinner.

As well as booking directly with Craigieburn, all those wishing to attend should also contact Sue Flaxman <[REDACTED]>, who is coordinating the numbers and dinner arrangements with Craigieburn.

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Sat 17 May Sat 24 May	NSW Branch	Basic Book Indexing training course	Thomson, 100 Harris St. Pyrmont	Glenda Browne + [REDACTED] <webindexing@optusnet.com.au>
Sat 17 May 9.00–5.00	Society of Editors (Qld)	Copy editing and proofreading w'shop	Brisbane Girls Grammar School	Annette Dunlop <training@editorsqld.com> RSVP as soon as possible
Sat 24 May	NZ Branch	Introduction to back-of-book indexing	Christchurch, NZ	Carol Dawber <[REDACTED]> Max McMaster will be the trainer
Sun 25 May	NZ Branch	Intermediate back-of-book indexing	Christchurch, NZ	Carol Dawber <[REDACTED]> Max McMaster will be the trainer
Wed 18 June 7.00 pm	Qld Branch	First Branch meeting – celebration!	Brisbane Details to follow	Moira Brown [REDACTED] > or Sandy Liddle [REDACTED] >
Sat 21 June Sun 22 June	ACT Region and NSW Branches	Joint get-together: Evaluating indexes forum	Craigieburn Resort, Bowral NSW	See details above. Contact Sue Flaxman <[REDACTED]>
Sat 28 June	Vic Branch	Get-together lunch	Yarragon	Details to follow
Sat 2 Aug	Vic Branch	Seminar	Amora Riverwalk	Details to follow

The end of <www.aussi.org> . . .

The new website at <www.anzsi.org> means the end of <www.aussi.org>. This may seem like a very obvious statement to make, but I would like to remind members that there are hundreds of references to the old website that will need to be updated. Changing all these references will take time and can only be achieved with the help of members. So if you see a reference to the old website somewhere, please take the time to update it, or alert the appropriate person to the change.

All the old email addresses, such as <president@aussi.org>, will also go. There will be a new general email address of

<ANZSIinfo@anzsi.org>. Other general emails will be created as required, but preference has been given for emails to go directly to the person concerned.

As with all projects the final tasks always take longer than you think, so get your mouse ready to explore the new website at <www.anzsi.org> and let me know what you think.

Mary Russell
ANZSI Web Manager

Let there be jazz!

More than 20 ANZSI members and friends spent Saturday afternoon, 1 March, exploring the archival collection of film and video clips, LP records and 78s, posters, books, magazines, photographs, instruments, historical memorabilia etc. at the Victorian Jazz Archives, Wantirna, built on the site of a Ranger's hut.

The content is mainly Australian, with an emphasis on holdings related to Victorian musicians, but there is also an international collection tracing the history of jazz and its origins in USA. The library of printed material assists in identifying gifts of recordings and other items that do not carry attribution to a particular band or soloist, but can be dated from references to styles of music, first playing of tunes and costumes of performers.

Items given to the Archives are copied 3 times on the hard drive in CD format – one copy is given to the National Film and Sound Archives in Canberra, another is preserved as an archival copy and the third is for access – playing or lending to members. Error monitor graphs are kept for each recording thus transcribed. Film and videos are copied to DVD format in triplicate as for recorded material. They hold 5,500 78s; 6,500 LPs and call themselves the 'de facto Australian jazz archives'.

State-of-the-art recording equipment and ongoing costs of the Archival collections are covered by subscriptions, donations, record sales, visiting groups such as ourselves, and people interested in viewing their regular exhibitions. A few years ago, when the hand-me-down piano was in need of restoration, and the cost of a new one was beyond the club's budget, members were asked to donate \$50 each to pay for one of the 88 piano keys on the keyboard and the new piano was soon in pride of place. A spare keyboard was donated by Yamaha and mounted, after each of the black and white keys was engraved with the name of its donor – a superb example of 'sharing the load'; all members with a named key are rightly proud of their association with this beautiful instrument.

The current exhibition is called 'The Fitzgibbon Dynasty' – honouring the Fitzgibbon family who are arguably one of Australia's most prominent families in entertainment circles

including music and stage. This material was fascinating and very professionally put together in various display cases throughout the main room. It has been so successful that it will remain on view until the end of October. Following upon its heels will be 'The New Melbourne Jazz Band' exhibition which runs from the fourth week in November for 7–8 months. In 2009 there are to be two special displays, one celebrating the 60th 'Australian Jazz Convention' – possibly the world's longest-running jazz festival; and the other honouring our famous clarinettist Don Burrows. Rolling displays are placed in various municipal libraries.

The Eastern Regional Libraries (ERL) database – shared community MYSQL, an extended network – run by the ERL network, provide backup and support. Users (such as members of the Victorian Jazz Archives) can log in from home for a cost of \$50 per annum. The database allows for 7 search fields which cannot be isolated and the collection currently has 11,200 records. It lists text only, no pictures or music at this stage.

Graham Coyle, renowned pianist, played for our delight whilst we enjoyed the splendid afternoon tea put on by volunteer members. Ray Sutton, General Manager, gave a most informative talk on how the Archives started up and the problems and joys of its growing period. Ray also showed us how their database performs to search for recordings and other items in the collection.

Marina Pollard, Visitors Services Coordinator, was our liaison in booking the trip, ensuring that we had enough guides for exploring the collection (housed in shipping containers with controlled temperature for best storage conditions) and for interrogating the computer, in small groups. Allyson Athonisz, Librarian, a familiar face to some of us, provided another access to the database and answered our questions.

We are very grateful to all our guides for a most enjoyable afternoon.

Jenny Restarick

NSW Branch: Introduction to book indexing

ANZSI NSW Branch will hold a basic book indexing training course over two days on Saturday 17 May and Saturday 24 May 2008. The course will run from 9.30 am to 4.00 pm with a half-hour lunch. It will be held at Thomson Legal & Regulatory, 100 Harris Street, Pyrmont, Sydney. Parking onsite if you provide your registration number in advance. The building is near the John's Square tram station and bus stops on Harris Street. Lunch and morning and afternoon tea are included and a workbook will be provided.

Course description: This is a two day introduction to the principles of book indexing. It includes:

- useful references;
- indexing context (working with editors);
- indexing processes (reading, highlighting, indexing, editing);
- approaches to project planning, analysis of text, selection of indexable concepts, and indexing to the appropriate length;
- principles of indexing, including the wording of entries, and creation of cross-references;
- types of entries (subjects and names), elements of entries (headings, subheadings, locators);
- names – special issues in the indexing of people, places, and organisations;
- alphabetical order, and other filing conventions;
- style of entries;
- editing and evaluating entries;
- indexing software – a brief introduction.

The course is presented using lecture format, class discussions and exercises, and take-home exercises. Students receive a substantial workbook.

Payment in advance is required. Cost will be \$540 for members, \$600 for non-members (no GST involved). There is a 40% discount for long-distance travellers (travel requiring an overnight stay). As the course is on just before the end of the financial year, we will accept membership for 2008/2009. You will have to pay the membership fee separately to the ANZSI Treasurer (details at <www.aussi.org/membership/index.html>).

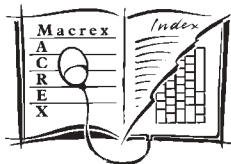
Course enquiries to Glenda Browne: + [REDACTED] >.

Venue and parking enquiries to Lorraine Doyle: +61 2 8587 7229, or <Lorraine.Doyle@thomson.com>.

Bookings and payments to Sue Flaxman: [REDACTED]

[REDACTED] Payment can be made by cheque to ANZSI NSW or by direct deposit to account no. [REDACTED] at the Commonwealth Bank Blaxland Branch – [REDACTED]. Applicants should ask for their name and 'ANZSI COURSE' to be put as the reference number (if the bank won't do this, just put a 4-digit number and let us know what it is. This allows us to track the deposits). Cheques should be posted to Sue Flaxman at [REDACTED]

Glenda Browne



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MACREX VERSION 8 is now available, and runs on Windows™ NT, 2000, XP and Vista. For other platforms please contact us. **NEW FEATURES IN VERSION 8** include the option to use a hierarchical and non-hierarchical autocomplete /authority file; optional automatic heading changes; creation of single-keystroke RTF and text file; comprehensive text-sensitive help; facility to open indexes directly from Windows Explorer as well as from icon or Command prompt; many built-in macros; and a wide range of program enhancements. Many more features will be introduced into the program during the life of version 8, and updates will be sent out free to registered version 8 users.

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From the literature and other thoughts



Index Deconstructor

Jack Lyon, from The Editorium, has created a program called IndexDeconstructor – find it at www.editorium.com/ftp/indexdeconstructor.zip. It turns a previously formatted back-of-the-book index into a tab-delimited file that can be imported into a standalone

indexing program such as SKY Index, CINDEK, or MACREX. There appear to be Windows and Macintosh versions, and you can test it for free. Cost for one user is about US\$50. I haven't tried this one, but Jack is also the creator of DEXter, a useful program to ease the pain of embedded indexing (which has also spawned another program, DEXEmbed).

New York Times

Philip Parker, a chaired professor of management science at Insead (a business school) uses 6 programmers and 60 computers to gather information from the web to be packaged and sold as print-on-demand books (see 'He Wrote 200,000 Books (but Computers Did Some of the Work)' by Noam Cohen, 14 April 2008 www.nytimes.com/2008/04/14/business/media/14link.html?_r=1&th=&emc=th&pagewanted=print&oref=slogin).

He does seem to have a sense of humour. He has used his program to write acrostic poems. When asked: "Do you think one of them is Shakespeare?" he replied: "No, only because I haven't done sonnets yet."

In his video at youtube.com/watch?v=SkS5PkHQphY he explains the generation of economics and health-related books, the potential for the automatic generation of game shows in many languages, and the creation of language-teaching software. Some of the data mining aspects of his work, which gather statistics on various fairly obscure topics, could have value for people interested in those fields.

Key Words v.15 n.4 Oct-Dec 2007

p.114 – Enid Zafran, in her practical column 'From A to Zafran' discussed the use of prepositions and other connectors (such as 'and') in subheadings. She recommends using prepositions when they add polish and fluency, suggesting that reading the entry back to yourself helps you assess this. She mentions the use of the connector 'on' to indicate that the entry refers to a persons opinion on a topic. This works well, except in the case of a book on sex workers which had entries such as 'Doe, John, on sex workers'. She also points out that not every subheading requires a preposition, so they should be used when necessary, not all of the time.

pp.116-119 – Colleen Dunham reported on a project involving the indexing of historic newspapers by prisoners in the Washington State Penitentiary. Long-term prisoners are preferred, as they get more value from the training they put in!

pp.122-123, 125 – Debra Spidal wrote on 'Personal strategic planning for work/life balance', giving practical steps for working out your aims (mental, physical, spiritual, family, social and career/financial) and setting action plans so that you do what you want in life.

pp. 130-132 – Heather Hedden reviewed 'Organising knowledge: taxonomies, knowledge and organisational effectiveness' by Patrick Lambe (Oxford, England: Chandos Publishing, 2007, www.organisingknowledge.com). I read this book recently – it is one of the few books on taxonomies, and it gave a context to many other things I have read. If you are interested in the information architecture side of 'indexing', it is worth reading.

Medical insurance

A friend told me that her husband's insurance company knocked back his claim for ongoing insurance because he had originally had a 'sickness' and now claimed an 'illness'. He had to return to the doctor for a reworded medical certificate. Perhaps they need a synonym list?

Glenda Browne

Obviously not indexed

'The most remarkable thing about my mother is that for 30 years she served the family nothing but leftovers. The original meal has never been found.'

Food writer Calvin Trillin, quoted in the *Canberra Times*, 7 May 2008.

What are you all DOING?

In this issue there's splendid news from Queensland, an account of a fascinating visit to the Victorian Jazz Archives, some repeat items on pending activities, but do the rest of you really have nothing to contribute? And is there to be no response to my plea for more photographs to liven up YOUR pages?

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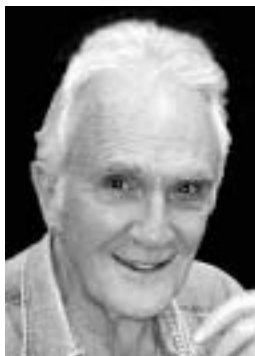
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From the President



Mentoring Scheme

Council has decided to temporarily suspend the Mentoring Scheme pending a review of the guidelines and procedure. The experience to date is being treated as a trial period and it is intended that the review should be completed quickly. Mentees who are currently in progress will complete their projects.

Freelancing

My first 'portable' computer weighed about 15 kilograms and cost \$10,000; I was using a database program which required me to equip this computer with Xenix at about \$1,500. After I had paid for these and for the database program, I compiled a series of bibliographies and some indexes. I just about broke even when I was paid for this work. Eventually I up- or down-graded, whichever way you like to view it, with two laptops (combined cost \$3,800) which I was able to carry together as hand luggage on aeroplanes. I was compiling bibliographies and indexes in a garden in Bali with breaks in Malaysia and Singapore. So now, apart from the pleasure, I was actually making a little profit.

Now, I am told that one can get a computer which has plenty of capacity to do anything that an indexer or bibliographer might desire for about US\$200 and, of course, free software (OpenOffice, including Base – the database program) which can be downloaded from the Web.

All this makes it much easier for freelancers to equip themselves for work nowadays. Although many indexers seem to be happier with a dedicated indexing package – Macrex, Cindex etc. – they can start without. It takes a bit longer to compile an index as an exercise in word processing but the first jobs could be done this way while saving up for the package. Make some profit and plough some of it back!

This brings me to the question of what is needed to make a success in freelance work.

You need to set the criteria for success. If the income from indexing is to be your main support you will need some form of income while you are building your business; it's the same in any occupation. If you have come from a salaried position and have a golden handshake or superannuation, you will have some backup for the initial period. Don't make the mistake of

thinking that this backup has bought you time so that you don't have to be in a hurry to get started. 'Now that I've 'retired' I'll just take the wife on a round-the-world trip and then get started.' No! Get started straight away; then when you've got the new career (yes, it's a career; you're not a dilettante) under way, you can reward yourself with a holiday.

If the golden handshake or superannuation are such that indexing only needs to be a top-up, still think of it as a career. Decide how much time you intend to give to it and how much you intend to make. After all, you may have areas of voluntary work you want to fit in as well.

The question which crops up time and again: 'How do I get work as a freelancer?'

Well, first convince yourself that it's hard and not only at the beginning. Unless you strike it lucky with a publisher to whom you become the favourite, indexing work will always be intermittent.

Some, but not many of us, are good at self-promotion. Those who have spent many years in a salaried job do not usually have this talent and some of us are decidedly shy and retiring.

That's all for this newsletter. As I mentioned last month, I expect to produce an article on alternative earnings options for indexers which can carry this topic further.

John E. Simkin

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Deadline for the July 2008 issue: 2 July

Newsletter, Webmanager 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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

2 July for the July 2008 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\$70 per year from 1 Jul 2008.

Institutional membership \$95.

Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

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

ANZSI Corresponding Member

Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph +[REDACTED] or
<www.anzsi.org/registration.asp>

Indexers Available

<www.aussi.org/IndexersAvailable>

Membership Renewal

Members are reminded that the ANZSI financial year is July-June, so your membership subscriptions are now due. You will receive an email reminder directing you to the new website <www.anzsi.org>

You will be able to pay on the secure website via credit card or by downloading the membership form and posting your renewal with cheque or credit card details. You will need to go to the members' area of the website, which requires a password. If you have forgotten your password please contact me at <[REDACTED]>. Only members without email or with bounced email addresses will be posted a renewal form.

Please direct any questions regarding renewals to the Membership Secretary, Joanna McLachlan, at <[REDACTED]>

Joanna McLachlan, Membership Secretary

Website payment facilities

Once again the final stages of a project are taking longer than expected. This time I am much more confident that the new website will be available at <www.anzsi.org> by the time you read this Newsletter.

The wait has meant that the financial aspects of the website are available. This means that the 2008-09 renewal notices will be sent out via email and you will be able to pay via credit card using the secure website. You will still be able to pay by downloading the membership form and posting your renewal if you so wish.

Payment facilities have been set up for new members as well as registration. In the future you will also be able to respond and pay for ANZSI courses and events using the website.

As I mentioned in an earlier article, there is a members' area which requires a password. The password you use is the same one you used to update your entry on the old website. If you have forgotten your password please contact Joanna McLachlan (membership Secretary) at <bandoola1@bigpond.com>.

When you first login you will be asked to update your details. Please take time to make sure all the information is correct. The ANZSI Inclusions section of the form has a part where you can indicate if you want to receive the *ANZSI Newsletter* via email (to start soon), or to be included in Indexers Available.

I welcome any suggestions or feedback.

Mary Russell

The Indexing Life: Proceedings of the ANZSI Conference 15-17 March 2007, Melbourne on CD ROM

Price A\$15.00 (includes GST and postage within Australia or overseas).

Please supply CD ROM copies of *Indexing Life* at A\$15.00 each.

Name:

Address:

Email:

Send order form and payment either by cheque or money order payable to ANZSI Victorian Branch, or by VISA / Mastercard (circle which)

Card No: Expiry Date: /

Name of Cardholder: Signature:.....

Send to: ANZSI Vic Branch, PO Box 1006, Caulfield North VIC 3161 Australia

Inquiries: Max McMaster, phone +[REDACTED]

First catch your hare ... or rabbit or lapin

What would the perfect cookbook index look like ?

ANZSI Vic Branch is hoping you can answer that question, so we know how to fashion a back-of-the-cookery-book index to suit your needs, and you can learn how other recipe collectors organise their files.

Date: Wednesday 18th June from 5.30 pm. Free admission.

Venue: Holy Trinity Anglican Church Hall, Kew. Premises at corner of High Street and Pakington Street, Melway 45, D6. Main gateway in High Street. Walk west from the front of the church along the covered walkway past the Op Shop to the glass doors of Jubilee Hall.

Car parking: In Pakington and other streets as signed, and there is some off-street parking in Peel Street, behind the parish halls.

BYO examples of good and rotten indexes together with the cook books, folders, clippings files etc, especially the ones

handed down in your family. We will also have some examples for you to edit to your preferred style.

All cooks, chefs, authors, publishers, editors, book club members, indexers and most of all, you, the cookbook fanatics, are very welcome to attend.

A sample of delicious 1960s-era nibbles (sorry, canapés) will be served for your pleasure before the start of the meeting. After the evening's presentation we invite you to join us at Café La Q, 223 High Street, Kew for a pasta or pizza dinner. Fully licensed, BYO wine.

RSVP: by June 13th (for catering purposes) to:

Jenny Restarick

Ph/fax + [REDACTED]

Jenny Restarick



(Image from <www.nataliedee.com/010203/cooking.jpg>)

ASI call for articles

Indexing Specialties: Culinary and Cookbooks

A few (many?) years back, several people in the American Society for Indexing started gathering articles for a proposed book on indexing in the area of culinary arts and cookbooks, but for one reason or another, the project never really came together. I'm the latest volunteer to attempt to shepherd it to a conclusion. And true to form, I'm actually a year behind on it. However, the project is now on track to be published and available for next year's ASI conference in Portland, OR.

Might anyone out there be interested in submitting an article? At the moment, I have 10 articles for the book, ranging in size from 1,078 words to 4,876 words. I'm looking for another 4 to 6 articles.

The articles already submitted cover the following topics: indexing of ethnic cookbooks, Culinary Publications, Recipes Online, Recipe Titles, history/cookbooks; British equivalents

of American culinary terms; case study for portal development (WineDiva.com); analysis of favorite cookbook indexes; classic cookbook indexes.

The deadline for submission of articles is 1 August. Authors will not be paid for their work, but will have the pleasure of having a published article (looks good on a resume) and will receive a complimentary copy of the book.

If anyone has idea for an article, please contact me directly at <[REDACTED]>. Or, if someone wants to submit an article but is short on ideas, I have a few suggestions that I would be happy to pass along.

Many thanks!

Terri (Teresa A. Hudoba)

Co-editor, Indexing Specialties: Culinary and Cookbooks

<[REDACTED]>

Tips and hints – annual journal indexes

In the 2007 ANZSI survey suggestions were sought for the ANZSI Newsletter. Most of you wanted practical tips and hints. So here is the first of a new regular column.

What to index

Faced with a pile of journal issues, decisions need to be made about what to index. It is often the smaller parts of the journal that require firm decisions. For example, do you index product reviews, letters to the editor or advertisements? Answers to these questions will be influenced by the audience of the journal and the index. For example, indexing advertisements may be a definite no, but if you are indexing a historical run of a journal you may consider indexing them.

Style of the index

Having decided what to index the next step is to decide on the style of the index. Will you have an author index? Will titles be listed by the author's name? What style will you use for authors? For example will you index the author as Blogg, Mary C; Blogg, Mary C.; Blogg, M.C. or Blogg, MC? How will you handle multiple authored articles? How will you indicate editorials, letters to the editors and responses to letters? How will you index book reviews? Is there a regular column that requires different handling? How will you note issue numbers?

Style sheets

Producing several annual indexes each year, I have developed a style sheet for each journal. This reminds me of the particular journal's index style, for example main headings in bold or issue numbers in brackets, and if they have alphabet separators, just a blank line or none at all. I include decisions made about particular sections of the journal, for example, do not index 'Resource Reviews' as these are basically advertisements, how

to index book reviews and the use of square brackets to indicate editorials. I also have a list of subject heading, so I can easily remember them from one year to the next.

Producing a style sheet is a useful way of determining the decisions made if you are asked to produce an annual index for a journal that has previously been indexed by someone else.

Creating author and subject indexes

I compile author and subject indexes for most of the journals I index. Rather than creating separate files for authors and subjects in SKY Index, and shifting back and forth, I give all authors the main heading Z. This places all the authors as subheadings under Z and enables me to create author and subject headings entries as I work through each issue. When I have finished the index I move the file into MS Word and cut and paste all the Z entries into a new 'author index' file. After removing the initial Z main heading and reformatting, I now have separate subject and author index files.

Further tips and hints

For further tips and hints see the indexing resources on journal indexing under types of indexes on the ANZSI website at <www.anzsi.org/bib_types.asp>.

Future columns

Have you got any tips and hints you can share? Perhaps you regularly index material on a particular subject and can offer tips to a novice in that area. Do you regularly index a particular type of item, such as children's books, art catalogues, music scores, pictures, maps, websites, annual reports, letters or biographies – and have tips and hints to share?

Send your suggestions or submissions to the Editor, <[redacted]>.

Mary Russell

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Wed 18 June 5.30 pm	Vic Branch	Cookery book indexing	Holy Trinity Church Hall, Kew	All details on page 3
Wed 18 June 7.00 pm	Qld Branch	First Branch meeting – celebration!	The Salisbury Hotel, 668 Toohey Rd, Salisbury, Brisbane	Maira Brown <[redacted]> or Sandy Liddle <[redacted]>
Sat 21 June Sun 22 June	ACT Region and NSW Branches	Joint get-together: Evaluating indexes forum	Craigieburn Resort, Bowral NSW	See details above. Contact Sue Flaxman <[redacted]>
Sat 28 June 1.00 pm	Vic Branch	Get-together lunch at Yarragon	Yarragon Pub, opposite the station	Alan Eddy <[redacted]>
Mon 7 July	Vic Branch	Basic indexing Pt 1	Holmesglen	Max McMaster <[redacted]>
Tues 8 July	Vic Branch	Basic indexing Pt 2	Holmesglen	Max McMaster <[redacted]>
Sat 26 July	NZ Branch	Basic indexing Pt 1	Christchurch, NZ	Carol Dawber <[redacted]> Max McMaster will be the trainer
Sun 27 July	NZ Branch	Basic indexing Pt 2	Christchurch, NZ	Carol Dawber <[redacted]> Max McMaster will be the trainer
Sat 2 Aug	Vic Branch	Seminar	Amora Riverwalk	All details on page 5

VIC Branch seminar: Saturday, 2 August

International and regional English style – divergences in British and American English styles, and how to capitalise on the points on which they overlap.

The Victorian Branch will sponsor an afternoon seminar on this theme on Saturday, 2 August, commencing at 2.00 pm, at the Amora Hotel Riverwalk, Richmond.

The address will be given by Professor Pam Peters. From the afternoon tea break until 5.00 pm there will be a Q and A seminar on debatable points of usage. It would be good if participants could submit their questions in advance, so that we can cluster them as far as possible by topic. The main thrust of the lecture is to discuss points of spelling, capitalisation and word forms which affect indexing, not least in web-indexing if you aim to satisfy international readerships.

Pam Peters is Emeritus Professor in Linguistics and Director of the Dictionary Research Centre at Macquarie University. She researched and wrote the *Cambridge Guide to Australian English Usage* (CUP 2007) and its international counterpart the *Cambridge Guide to English Usage* (CUP 2004). As Director of the Post-Graduate Program in Editing and Publishing at Macquarie University, she has worked with trainee editors and convened the regular Style Council conferences for language-using professionals in Australia. She contributed six chapters to the 6th edition of the Australian



Professor Pam Peters

Government *Style Manual* (John Wiley, 2002) and is a member of the ABC's Standing Committee on Spoken English.

At the ANZSI International Conference in Melbourne held in March 2007, Pam gave one of the keynote addresses entitled 'Language on the move'. Following up on the high level of interest displayed after that talk, we have invited Pam to return to Melbourne to stimulate and enlighten us further.

Reservations essential.

Cost: Free to ANZSI Members. Visitors: \$40.00.

Location: Hawthorn Room, Amora Hotel Riverwalk, 649 Bridge Rd., Richmond. Melway 44, J10 2H G7.

Parking underneath building for seminar attendees is

\$3.00 per car.

Public transport – Trams 48 and 75 from Flinders St., Melbourne to Stop 22.

Richmond Railway Station can be accessed by both trams.

Lunch is available at own cost.

RSVP: Jenny Restarick

Ph/fax + [REDACTED]

Jenny Restarick

NSW book indexing course

Six people attended a two-day book indexing course presented by Glenda Browne. Many thanks to Lorraine Doyle for graciously hosting the event, and to Thomson Reuters for allowing us to use their facilities again.

Two of the attendees were from Wollongong, one from Mudgee, and the rest from Sydney. They were librarians (two legal), library technicians, teacher/editors and data analysts, with a view to becoming indexers in the short or long term, and all brought valuable knowledge and experience to the course.

Attendees were interested in further courses on website indexing, indexing software and thesaurus construction, and in practical topics for ANZSI meetings, including getting work, networking, pricing and legal indexing (the last one is a good choice, as that is the NSW branch's next planned meeting after our evaluating indexes forum), along with informal pub/café meetings for discussions.

Glenda Browne

Different indexes or indexing tasks

Shirley Campbell's report on the ACT Region Branch meeting 'Show and tell', in the April issue of the *ANZSI Newsletter*, showed us just how interesting it is to learn what other members are doing. So in this issue we start a column designed to encourage all of you to share your different indexing experiences. To begin, one of mine ...

Index as a map

Flipping the pages of *Australian Traveller* in a doctor's waiting room the other day, I suddenly realised I was studying the last page, with an unusual index. Covering the entire page was a map of Australia. Red dots, together with titles and page numbers, showed where the articles in the issue were located

geographically. It worked well – you could quickly see if the issue contained any articles on places in far north Queensland, for example.

Mary Russell

Future columns

Have you come across a different kind of index or, better still, have you had to create one? Do you do other indexing work? Perhaps you have completed a different indexing task and would like to share it with members.

Contributions can be sent to the Editor at <[REDACTED]>.

From the literature and other thoughts



Consistency in indexing

Consistency in indexing is important, but the rules an indexer may be following consistently are not always apparent, and I think that sometimes editors may be aware of apparent external inconsistencies, without knowing why the index has been prepared as it has been.

For example, the following indexing approaches all result in indexing that is inconsistent in some way:

- Use a *See* reference from an acronym to the spelled out form (or vice versa), unless the reference would take more space than duplicating the page numbers, in which case you should make a double entry.
- If you have more than about 5 locators, create subheadings to distinguish between them (even if you wouldn't have found those subheadings necessary if you had less than 5 locators).
- Use titles in index entries if the person is commonly associated with that title, e.g. use 'Sutherland, Dame Joan' (filing on Joan, not Dame) but use 'McCartney, Paul'. [My personal preference is to omit all titles if possible, but this is often presented as a guideline. Another option is to put Dame after Joan, which would make the filing order explicit.]
- Use qualifiers after an entry when users may be uncertain what is being referred to, but not otherwise, e.g. use 'Holiday (cigarette)' but 'Benson & Hedges'.

I wonder how important it is to follow the approaches above (which generally aim for maximum communication in minimum space) rather than aiming for external consistency within an index.

From A to Zafran

Enid Zafran's column in *Key Words*, 'From A to Zafran', it is now available on her website: <www.indexingpartners.com>. There are currently 10 of the columns up as PDFs.

To certain numbers

On Index-L, Ed Rush passed on a message from a friend regarding the index at the back of the manual for his cell phone, which had an entry in the T's:

"To certain numbers, limiting calls.....p. 14."

Non-embedded indexing

Jan Wright wrote to Index-L: I wish I could post pictures to the list so that you all could see this. My husband just sent me a screenshot from the index of 'Ghost Railroads of Colorado' by Robert Ormes, 1976. A note appears in the index:

INDEX

Boldfaced Numbers Refer to Maps

NOTICE

Owing to the Addition of 12 Unnumbered Pages Indexing is Incorrect. To Locate References, Please Subtract 12 From Each Page Number.

The title of the thread – 'non-embedded indexing' – came from Jan's husband. She says 'He doesn't really know what it is or why I do it [ie, why she does embedded indexing], he's just humoring me. :-)'

Carolyn Weaver responded: 'Note that the book (and presumably the index) was published in 1976 – before dedicated indexing software. My guess is that the note was an alternative to manually going through the index and manually changing every locator. As one who did her first index using index cards and a shoebox (typing the index on a manual typewriter), I can sympathise!'

I'm using a cataloguing manual at the moment that has the same problem, although the pages are just two or three numbers out. It was correctly indexed, but the images were too small to read, and when they were enlarged, and the book reprinted, the index pagination went awry.

Web Indexing SIG Award

Jessica McCurdy Crooks, manager of the Web Indexing SIG, announced the winning websites for the inaugural Web Indexing SIG Award:

First place went to Rebecca Linford's web site index of the English Department of the University of Dundee in Scotland at <www.dundee.ac.uk/english/atoz.htm>.

Second place went to Michael Unwalla's web site index of the TechScribe technical writing services at <www.techscribe.co.uk>.

Scripture indexes

Someone asked on Index-L about making scripture indexes, and Jack Lyon replied that his software, ScrIndex, will automatically extract scripture references if the text is in electronic form, with page breaks. There's a free 45-day trial period with no limitations on the program's functionality <www.editorium.com/scrindex.htm>.

Ambient findability

Ambient Findability, by Peter Morville (published by O'Reilly) is an exploration of access to information on the web, and the philosophies behind it. I enjoyed this book – which includes some beautiful writing – but don't know that I learnt that much from it. This dichotomy is echoed in the feedback at Amazon.com, which ranges from 1 out of 5 for 'sophomoric rambling' to a number of 5 out of 5s. You can search inside the book, including the index, at <www.amazon.com/gp/reader/0596007655/ref=sib_dp_pt#reader-link>. Kudos to O'Reilly for including a note in the index requesting feedback.

Index, Washington and Index, NC

Martha Osgood wrote to Index-L that over 95 acres of timber were to be harvested by clearcutting from the ridge of Index – a small town in a beautiful setting in Washington State (see more at <www.heybrookridge.org/news/?page_id=7>). The land owners have put the logging on hold while friends of

(continued on next page)

(From the Literature, continued from previous page)

Index try to raise money to purchase the land. The suggestion was made that indexers could contribute to the fund. As Jan Wright said: 'We need to save indexes wherever they are.'

I've written before about my difficulty searching the web for information on Index, North Carolina. I found one old hikers' map, and not much else. My sister patiently accompanied me through the back roads of North Carolina on my quest to find Index. We asked at a gas station about 5 miles away from where it should have been, but the owner had never heard of the town (this place had one of the saddest signs I've ever seen – 'Please spit IN the bin, not ON the bin'). We got to what should have been the crossroad, but there was no indicator to Index. We asked at that gas station, and were told that this was, indeed, Index, although there was nothing much there. The town used to be situated up the road a bit, and even had a post office, but its fortunes had declined since its hey day. We took photos, but a photo of a crossroad that says nothing doesn't show much.

Glenda Browne

The Indexer

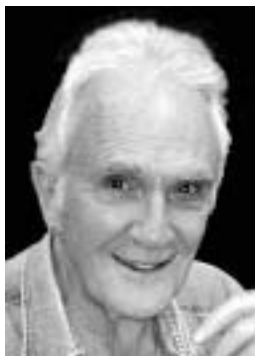
Contents of the June 2008 issue

1. Comparative evaluation of thesaurus creation software
2. The medium is not the message: topic maps and the separation of presentation and content in indexes
3. Sword swallower meets *The Indexer*
4. A Joycean usability experiment
5. The indexer facing the cryptic text: a folly index as inspired by Jorge Luis Borges, presented as a cautionary example of over-indexing
6. The usability of academic library website indexes: an investigation
7. Libraries, librarians, indexes and indexing: should we care?
8. The legal indexing SIG
Centrepiece. Japanese names

Please also note that *The Indexer* is now taking the rolling subscription system, which allows the annual subscription at any time of the year for the subsequent four issues. Members who place an order at the first two months of the publishing quarter can have the current issue where the stock permits. (How to subscribe – see page 2.)

<h1>CINDEX™</h1>		for Windows and Macintosh	
from Indexing Research: the full-service indexing company			
Simple	install the program and begin adding entries in 3 easy steps. No formatting pre-sets necessary.	Sophisticated	employ Cindex's ability to interact with other software: drag & drop between indexes and word-processors, embed index entries in RTF-compatible word-processor documents, export & import files to and from other indexing, spreadsheet, and database programs.
Flexible	adapt the program to your preferred work habits, not vice versa: user-selectable views, work with subsets of entries or multiple indexes at the same time, assign text to hot (function) keys, print out directly from the program in multiple formats from the same index file, etc.	Support	free to registered users.
Powerful	exploit powerful capabilities for easy and efficient data entry and editing: search and replace, macros and abbreviations, auto-completion etc.	Try it today	Visit our website www.indexres.com and download a demonstration copy and a PDF of our acclaimed <i>User's Guide</i> . See for yourself why CINDEX is the foremost software for indexing professionals.
Available for Windows (including Vista) and for Macintosh (OS X 10.3 and higher) Student and Publishers' Editions are also available. Contact us to find out how these might best suit your needs.		Indexing Research www.indexres.com 620 Park Avenue #183 Rochester, NY 14607 tel: +1-585-413-1819 email: info@indexres.com	CINDEX™ ...Simplify index preparation with the software that does everything you need to produce quality indexes.

From the President



Mentoring Scheme

Geraldine Triffitt's 'Letter to the Editor' in this issue asks me to clarify the situation regarding the Mentoring Scheme. Council has no doubts about the value and intention of the scheme but has found a number of practical problems in carrying it out, such as differences in the expectations of mentors and quite wide variations in the time taken to

carry out the projects. Of course, in looking into these questions, others may appear which touch on wider issues regarding education and training for the profession. These issues need to be kept separate while we get the Mentoring Scheme back into effect as quickly as possible.

State branches

A couple of weeks ago I had an interesting trip north, travelling by train to Brisbane and Sydney. I had been invited to attend the first get-together of the newly formed Queensland Branch. I was made very welcome and put up by the President, Moira Brown. The meeting took the form of a lively round table discussion with refreshments. In an exchange of presents I gave Moira a copy of Pam Peters' *Cambridge Guide to Australian English Usage*, since Moira intends to include editing and proofreading in her range of skills.

While the ACT, New South Wales and Victorian Branches have members spread around the capital cities and their hinterlands, Queensland and New Zealand have a much greater spread with, in Queensland, a group of members in Townsville, 900 kilometres from the capital. In New Zealand the forthcoming courses to be held in Christchurch may help to put members in the South Island in closer touch.

The New South Wales committee reports success in handling some business by telephone conferencing. Although I recognise the use of such methods my preference is, wherever possible, to meet face to face; such is the value of conferences where sometimes important contacts are made which last for many years.

In Sydney I was invited to sit in on the meeting of the 2009 Conference committee. This committee has its plans well on the way. The theme 'The Practice of Indexing' recognises the

need to develop the highest level of practical skills. I have found that this is the need most often expressed.

There is considerable interest in cookery book indexing. Cookery book indexes must be one of the most consulted forms. They vary in their style and, I suspect, usefulness. With this in mind I was interested to see an exhibition of Australian cookery books, covering over 100 years, in the Mitchell Library. The report of the Victorian meeting on this topic occurs elsewhere in this issue.

Getting work

I am still awaiting, from Ian Crane of SI, a summary of his talk on sources of work and I plan to pass on his words of wisdom as soon as I have them.

In the meantime I suggest that it can be helpful to stay close to the worlds of local and family history, where there is always a need for indexers of self-published works. This may not be well-paid work but can be useful experience and can lead to other contacts. And members could also help set up courses in indexing for amateur historians or be involved in setting up cooperative indexing projects.

John Simkin

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Deadline for the August 2008 issue: 1 August

Newsletter, Webmanager and Registration contacts

Editor: Peter Judge

< [REDACTED] >

Web Manager: Mary Russell

< [REDACTED] >

Website: <www.anzsi.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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

1 August for the August 2008 issue.

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The Indexer

(*international indexing journal*)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>.

ANZSI Corresponding Member

Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

[REDACTED] or

<www.anzsi.org/registration.asp>

Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

NSW Branch Annual General Meeting

The NSW Branch AGM and dinner will be held on Wednesday 3 September 2008 at 6.00 pm in the Golden Cinnamon Restaurant, upstairs (above Cafe Kasturi) at 767-769 George Street, Sydney, a short walk from Central Railway Station. Cost: \$25.00 per person for a Malaysian Banquet (see the restaurant's website at <www.valentineongeeorge.com>).

All NSW members are welcome. A nomination form for membership of the NSW Committee is included below. Please consider coming along and/or running for office or standing as a Committee member – especially if you are new. Working with the Committee keeps you abreast of developments and discussions within the NSW Branch and offers you the opportunity to participate in decision making for future Branch activities both social and training. In particular, the NSW Branch is currently responsible for organising the next ANZSI Conference in October 2009 and would welcome input and assistance from all NSW members. The Committee meets approximately every 4-6 weeks by teleconference i.e. you simply need access to a phone or computer!

Please confirm your attendance at the AGM by contacting Lorraine Doyle < [REDACTED] > no later than Friday 29 August.

If you would like to discuss any matters about the work of the Committee please contact Madeleine Davis < [REDACTED] >

Madeleine Davis

NOMINATION FORM – NSW Branch Elections

We, the undersigned members of the Australian and New Zealand Society of Indexers, NSW Branch, nominate the person named for the office indicated for the year following the Annual General Meeting for 2008.

Name of person nominated:

Office (please circle one):

President Vice-President Secretary Treasurer Committee Member

Signature of nominator:

Signature of seconder:

Signature of nominee:

Nominations must reach the following address by 13 August 2008:

Returning Officer, ANZSI NSW Branch

[REDACTED]
[REDACTED]
[REDACTED]

Queensland Branch News

Celebrations at the first General meeting of the Queensland Branch of ANZSI lasted well into the evening on 18 June at the Salisbury Hotel in Brisbane. Seven members and a budding author from the library fraternity attended on the night to meet John Simkin, ANZSI President. John had travelled up from Victoria specially to be guest speaker at our first Queensland Branch general meeting in Brisbane.

This, our first general meeting, was conducted by the Branch President, Moira Brown. She expressed her regret that our inaugural Secretary, Sandy Liddle, who had given such great support in the formation of the Branch, has had to resign for health reasons. Sandy's happy determination and cheerful demeanour will be sadly missed in our Executive

Committee. In her place we welcome Jacinda Wilson, an inaugural committee member, to the position of Branch Secretary.

Business included the unveiling of the new Branch banner sign, chosen by the Executive Committee, which will be used for training sessions and at Branch meetings. We also asked whether members would like to have a membership card denoting their link to the Queensland Branch? The card would last for one year and be renewed when membership was renewed. What do members think about this?

Our Treasurer, Franz Pinz, urged members to renew their ANZSI membership as soon as possible. ANZSI Treasurer, Margaret Findlay, has advised that we, like all ANZSI Branches, will receive an annual per capita grant of \$12, based on the number of members who are *fully paid up* at 30 September.

Our guest speaker John Simkin is a founding member and an Honorary Life Member of AusSI/ANZSI; he has been a Committee Member since 1976 and four times President. It

was a great thrill to have John share his experiences at our first Branch meeting. He told us several stories of indexing projects which he had undertaken in Kuala Lumpur, in Bali and aboard a cargo ship en route to England – thus demonstrating the 'transportability of indexing', to quote Jacinda. John had more than thirty years as a chief librarian and bibliographer, then over eighteen years as an indexer. He has indexed a wide range of topics in literature, law, art, archives, business, and relating to Indigenous people and South Sea Islanders. His answers to members' questions were both knowledgeable and insightful.

Many Queensland members who attended this first meeting are new and inexperienced in the indexing world. They need advice, knowledge and information on how to succeed from their more experienced fellows.

Thanks to John Simkin for his wonderful address and indeed to all members who attended. We ended the evening by enjoying a celebratory fruit cake shaped like a huge 'I', the ANZSI logo. The meeting ended as the clock struck 10.00 pm.

Our next general meeting will be on Wednesday 16 July, starting at 7.00 pm. The informal guest speaker will be committee member Mei Yen Chua, author, poet and indexer, who will discuss 'The Indexing Experience'. The venue is the Salisbury Hotel, 668 Toohey Road, Salisbury, Brisbane; meals and coffee may be purchased from the Restaurant from 6.00 pm.

We have our own Branch now. Keep in touch.

*Moira Brown
President, Queensland Branch*

P.S. Would you like to be an informal guest speaker at one of our monthly meetings? Any interstate indexers coming to Queensland would be most welcome as guest members or guest speakers. Please contact Moira Brown or any Branch officer listed on the back page.



ANZSI President John Simkin and Queensland Branch President Moira Brown with that logo!



Legal Indexing Workshop and panel discussion

Saturday 27 September 2008

NSW Branch will hold a Legal Indexing Workshop followed by a Panel Discussion from 10.00 am to 4.00 pm at the NSW Writer's Centre, in the grounds of Rozelle Hospital. The location and transport details are at <www.nswwriterscentre.org.au>. Plenty of free parking is available at the rear of the Centre.

The Workshop in the morning will provide an introduction to the special requirements of subject indexing for legal materials, including books, periodicals, looseleaf services and databases. The cost for ANZSI members is \$150.00; nonmembers are also welcome at a cost of \$ 175.

From approximately 2.00 pm to 4.00 pm there will be a panel discussion and question time on legal indexing with a mix of experienced legal editors, librarians and indexers. This session will be free and both ANZSI members and nonmembers are welcome to attend.

Booking is essential for both sessions. Please contact Madeleine Davis for more details and to confirm attendance: <[redacted]>.

More details in the August newsletter.

Madeleine Davis

Tips and hints – but it's not full text on the web!

Articles on indexing are elusive and in compiling the references for the website I was keen to promote all relevant ANZSI conference papers, articles and books. I have had a comment from a member 'but it's not full text on the web, why bother?' The items can be obtained in other ways and just because it is not available full text should not condemn the item to be excluded from the website.

So how do you obtain items that are not full text? I realise that many members are librarians and the answer to this question is obvious, so skip to the next article.

Let us suppose you wanted to obtain a paper from *The August Indexer: second international conference of the Australian Society of Indexers, Hobart, 27-29 August 1999*.

Firstly you need to find out which libraries hold a copy. The National Library of Australia coordinates **Libraries Australia**, a resource sharing service for Australian libraries and their users (www.nla.gov.au/librariesaustralia). By searching this you can find out which Australian libraries hold a copy of the proceedings. On *The August Indexer* web page I have included the link to the Libraries Australia entry for this conference <<http://nla.gov.au/anbd.bib-an21445695>>. From this you will see that many academic and state libraries hold a copy of this item.

Now you have several choices:

- You could visit the nearest library and copy the article there.
- You could print off this information, go to your local library and ask for an Inter Library Loan of either the complete conference proceedings or the paper you require. Ask the cost of this service as it varies from library to library.

- A copy of the article can also be obtained by pressing the 'Get this item' button, selecting 'at Bookshops/Suppliers' and using Copies Direct via the National Library of Australia.

While many of the articles in *The Indexer* are available via their website <www.theindexer.org>, some are not. Again you can search Libraries Australia and find the entry for *The Indexer* <<http://nla.gov.au/anbd.bib-an4586106>> and follow the alternatives above to obtain a copy of the article required. Make sure you check that the library you plan to use has the year you require. You will not be able to borrow the whole issue.

A similar process can be applied for locating books. You may find there are no Australian library holdings so you need to consider persuading your library to do an International Interlibrary Loan or consider purchasing the book.

New Zealand members remember that your Branch has a library and a similar service is offered by the National Library of New Zealand <www.natlib.govt.nz> and local libraries.

By the way, the copyright for ANZSI conference papers is owned by the author. For full text to be placed on the website, permission needs to be sought from the author. If there are any ANZSI Conference paper authors reading this article who would be happy for their paper to be full text on the website let me know.

Mary Russell

ACT Branch annual reports indexing workshop

Michael Harrington's recent workshop was an opportunity to work through the latest *Requirements for Annual Reports*, dated 13 June 2007, which are on the website at <www.dpmmc.gov.au/guidelines/index.cfm> (although following the change of government, they may well be different by next year).

Of the three levels of government, we deal only with Federal Government, and the three sections of Parliament, Executive Government and the Law Courts. There is also the problem of dealing with the 'Minister', whether he/she has portfolio responsibility (i.e. Cabinet) or is a Junior or a Parliamentary Secretary. Most departments have a Minister and a Parliamentary Secretary. Secretaries are heads of departments and CEOs are heads of agencies.

Michael gave us useful tips on indexing the copy, as well as his tip for quoting; he quotes at 10 pages per hour, assuming that financials and appendices will not need indexing. This may seem generous, but consider how much the particular department will have changed. Ask to see a copy of the

previous annual report, so that you can get an idea of how style changes from year to year. Watch out for poor editing, spelling mistakes, changes from lower case to upper case and vice versa, as the annual report index is in fact a periodical index, continuing from year to year. Work out your timeline, allowing for late changes.

For pagination use the Hart system, 1-10, 11-14, 11-25, 20-3 and so on. Insert a comma between the index term and the page number, eg., F111, 6. The end rule is an em, between a hyphen and a dash. Ask for a hard copy to work on, single-sided. If the work is under embargo, you must respect that. Finally, Michael produced an annual reports core index, using all the core terms we had discussed, and including *see* and *see also* references. Sandra tabled the timeline for the National Library annual report, from February to October 2008.

As always this was a most useful workshop. All of us, though we had done the course before, learned much that was new and useful.

Edyth Binkowski

Cookbook indexing workshop

On a wintry night in June, sixteen Vic Branch members assembled in a Kew Anglican Church hall to determine what the perfect cookbook index should look like. Samples of good and not so good indexes were examined among the diverse culinary books displayed. Titles included *The White House Cook Book* (1901) which had squirrel recipes, *The Gretta Anna Recipes, Oh for a French Wife, From Tree to Table: Cooking with Olive Oil, Mrs Beeton's Book of Household Management, The Commonsense Cookery Book (1941), The Aussi Emu Cookbook* and *Manifold Destiny: Cooking on your Car Engine*.

After fortifying ourselves with sherry and toothsome offerings à la 1960s, Jenny Restarick opened the session, eliciting from her audience the different ways that we organise our cookbooks. Jenny herself favours the concertina-folder type in which to place clippings under classified headings such as Soups or Desserts. Other people mentioned the Internet. One had inherited an excellent cookbook (and index) handed down from her mother-in-law. Nobody kept his or her recipes on computer. Some indexers specialise in culinary and cook books; Jenny spoke of history cookbooks, regional cookbooks such as those of Native Americans living in Canada and travel cookbooks. She also noted that today's busy thirty-something daughters often use recipe blogs and 'just in time' preparation, where they shop at the last minute for ingredients. Jenny then showed us a National Trust (Victoria) cookbook, *Cook, Fork and Ladle*, which had an index of contributors such as Lord and Lady Buck or restaurants that had contributed recipes.

Max McMaster then told us that, after indexes to IT manuals, cookbook indexes were the worst he had seen, citing how he had once looked up pumpkin soup unsuccessfully before finding it under 'G', Golden Pumpkin Soup. He asked us, as cookbook indexers, whether we wanted more detail or less? What would be most helpful for our users? Max said that *Cooking without Tears* had two indexes: the alphabetical type, including a delightful entry to 'cheese cake, no fail', as well as a classified type listing dips, pasta etc. He felt the classified types though were often oversized tables of contents. Travelogues with recipes often had two indexes too.

Max then distributed four copies of recipes from a general cookery book for us each to index and to work out all entries we felt should be included. When we had done this, he wrote all suggestions on the whiteboard and we discussed what was essential, eliminating some sub headings and double entries.

Discussion then ensued on issues such as whether we needed to insert an index entry under chicken, where a seafood recipe had said 'may substitute chicken for this'.

The Joy of Cooking contained an index of 60 pages with 7200 entries. Surely this was excessive? Should we index photos? It was thought best not to. The American Society for Indexing contains a culinary indexing website <www.culinaryindexing.org>. Should it also include a glossary? If so, should it be indexed as well? Max believed yes. There should be a glossary of unusual terms and a 'g' placed after the page number in the index.

Alan Eddy brought along *Margaret Fulton's Cook Book* (1968) and showed that there were six entries for two pages, plus an illustration. But, does any cook need such a level of guidance?

Indexing, like food, has come a long way in the last forty years. Many thanks to Max, Jenny and Alan for such a well-planned, enjoyable, lively and informative evening.

Catherine Tully

Letter to the editor

Together with Max McMaster and Tordis Flath, I was a member of the former ANZSI Mentoring Committee. Therefore I was concerned to read in the June 2008 issue of the ANZSI Newsletter that the Mentoring Scheme has been suspended. Why? No reason has been given.

The guidelines and documentation for the Mentoring Scheme were developed after discussions over a period of more than a year and were based on mentoring programs undergoing trials in Victoria and New Zealand. The final guidelines were agreed to by all Branch representatives at the GAMES Meeting in May 2006 and were incorporated into the policy documents which accompany the Constitution.

Geraldine Triffitt

(The President's reply is on page 1)

Branch activities

Date & time	Organiser	Name of activity	Venue	Contact details
Wed 16 July from 7 pm	Qld Branch	General meeting: 'The indexing experience'	Salisbury Hotel 668 Toohey Rd Brisbane	Moira Brown <[redacted]> (more details on page 3)
Sat 26 July	NZ Branch	Basic indexing Pt 1	Christchurch, NZ	Carol Dawber <[redacted]> Max McMaster will be the trainer
Sun 27 July	NZ Branch	Basic indexing Pt 2	Christchurch, NZ	Carol Dawber <[redacted]> Max McMaster will be the trainer
Sat 2 Aug	Vic Branch	Seminar	Amora Riverwalk	Details on page 5 of June newsletter
Sat 3 Sep 6-9 pm	NSW Branch	AGM and dinner	Golden Cinnamon Restaurant	Lorraine Doyle (All details on page 2) <[redacted]>
Sat 27 Sep 10 am - 5 pm	NSW Branch	Legal Indexing Workshop	NSW Writers Centre	Madeleine Davis <[redacted]> (more information on page 3)

American Society for Indexing conference

The 2008 annual conference of the American Society for Indexing was held in Denver, Colorado from 30 April to 3 May. Denver is called the 'Mile High City' because it is exactly 5,280 feet (1 mile) above sea level. While the altitude did not bother me, I did get a shock when I woke to see snow falling outside my window on my first morning there. Fortunately, it all cleared up within hours, though I could still see snow on the mountain peaks just beyond the city.

There were nearly 150 attendees at the conference, with a wide range of experience and interests. Richard Shrout organized an excellent 'Buddy System', which partnered first-time attendees and new indexers with experienced conference attendees. I had several buddies, and I thoroughly enjoyed my role as 'mentor'. As I explained the world of indexing to them and introduced them to my colleagues, I realized how far I have come since attending my first conference and writing my first index. And, having joined two indexing societies during my career (ASI and ANZSI), I can confidently say that indexers are a very welcoming, friendly group of people.

The conference program covered a wide range of topics. Workshops were offered on 30 April and 1 May on taxonomy and thesaurus creation, indexing software, medical indexing, and introductory indexing. On 2 May, Jeff Duntemann delivered the keynote address, 'Can the Humble Page Survive the Ebook?', which explored the gap between print and digital publishing. This was followed by breakout sessions on

embedded indexing, art catalog indexing, controlled vocabularies, self-publishing, marketing, using subcontractors, learning from indexing 'disasters', and degunking your PC. Individual chapter and SIG meetings as well as the general ASI business meeting rounded out the program. While the conference officially ended on Saturday at lunchtime, many attendees took advantage of an optional walking tour of historic Denver during the afternoon (fortunately, spring had returned to the Rockies and it was a pleasant, sunny day!).

I have to admit that I spent a lot of time at the conference catching up with friends rather than attending all of the sessions. I moved to Sydney from the US in December 2006 and had not seen them for a long time. There were also many indexers that I had corresponded with in cyberspace but had never met in person – and that alone was a great reason to attend the conference. I now have a much wider range of contacts, and for an indexer who works mainly alone in a home office, that is a huge benefit.

I learned a few new tricks at the breakout sessions and broadened my business network, but, to be honest, the conference mainly provided me with an affirmation that I am in the right profession. For many American indexers, the ASI conference is an annual pilgrimage to connect with friends and colleagues, and, as I found, an opportunity to renew our enthusiasm for indexing.

Mary Coe

Australasian Reporting Awards

The Australasian Reporting Awards (www.arawards.com.au) are conducted by an independent not-for-profit organisation supported by volunteer professionals from the business community and professional bodies concerned about the quality of financial and business reporting. They have been running since 1950.

The 2008 winners were announced on 5 June. The **Report of the Year** winner was OneSteel Limited, but their annual report does not contain an index. **Communication Award** winner Gold Coast City Council does have an index, but other Communication Award winners do not. The two **Governance Reporting Award** winners have indexes, and so do the winners of the awards for **Occupational Health and Safety Reporting**, the **Knowledge Capital Reporting** and the **Best First Time Entry**. The **Sustainability Reporting Award** winner does not contain an index, neither does the winner of the **Electronic (Online) Reporting Award**.

Overall, a study of the 37 Gold Award winning annual reports revealed that 10 (27%) of them are without indexes.

ANZSI Victoria Branch contacted Australasian Reporting Awards last year pointing out the importance of annual reports including an index, and the Commonwealth government requirement. I am pleased to tell you that the 2009 criteria now require entries to include 'an index of contents, preferably with some description'.

Mary Russell

The Open Publish conference

This conference will be held at Rydges World Square Hotel on 30 and 31 July, <www.openpublish.com.au>. It examines quality, productivity and cost issues related to content management – on webs, intranets, and in structured XML for print or electronic delivery. While not directly applicable to day-to-day indexing issues, there is always something of interest, and it offers a different perspective on the publishing process, especially for those involved in website or electronic delivery projects. James Robertson (who spoke at our 2003 conference in Sydney) says it is for 'those who believe in the potential of technology but understand the importance of people.'

Remember that if you are a NSW member and attend external events you are eligible to apply for an ANZSI event sponsorship. We ask you to share the ANZSI message and report back to the society on key features of the event. Details in ANZSI Newsletter, 2007;3(6):2, or contact one of the committee.

Glenda Browne

. . . but don't be confused!

The **Index Award Exhibition**, in Melbourne 17–27 July, focuses on 'Design to Improve Life' and draws attention to 'designs which are valuable through their form, impact and cultural context'. Not quite **index** as we know it.

From the literature and other thoughts



Have you backed up lately?

Have you really backed up **everything**?... We recently had a total hard disk collapse, so lost the lot. Fortunately we had a system that backs up the whole hard disk every few days, so all that was permanently lost were the documents that had been written in the last few days, but not backed up individually.

It could have been much worse.

Thinking of getting Vista?

When our son was young, he was fond of Sara Lee frozen quiche. They then made a 'new and improved version' which he didn't like. Whenever offered quiche, he'd say 'Not if it's the new and improved version'.

We feel the same about Vista (the new Windows operating system). If we had our time again and could buy this 'new and improved' operating system, we wouldn't, but would take the optional downgrade. (As it is we are now using the downgrade – Windows XP – but had to purchase an additional copy). Vista has had a lot of problems, and while we can't be certain that it was to blame for our hard disk failure, it certainly didn't make things easy to fix.

Lost in plain sight

At our Evaluating Indexes forum, Michael Harrington noted that the index to the *Yellow Pages* worked well for him when he looked up 'Trains' and found a reference to 'Railway Services'. I piped up that there was no such entry in the Blue Mountains copy. Looked again, and there it was, hidden in plain sight.

Last week I attended the launch of a book I had indexed, and a librarian said to me 'I looked up 'computers' and it wasn't there'. I thought it should have been, and we looked together, and there it was, with six locators. I mentioned this to a class I was teaching, and one of them looked up the index to the book (which I had passed around as a sample) and said she couldn't find it either.

This shows how important typography is in indexes. It's not enough to have the entries, they also have to be findable. In the case of the *Yellow Pages*, Michael had noted issues with the typography, including the use of all capitals. In my index, we had used bold font for main entries – a style I think works really well for indexes with lots of subheadings. Unfortunately in this area of the index there were a few bold entries together, and I think this made the 'computer' entry harder to find.

Glenda Browne

<h1>CINDEX™</h1>		for Windows and Macintosh	
from Indexing Research: <i>the full-service indexing company</i>			
Simple ➤	install the program and begin adding entries in 3 easy steps. No formatting pre-sets necessary.	Sophisticated ➤	employ Cindex's ability to interact with other software: drag & drop between indexes and word-processors, embed index entries in RTF-compatible word-processor documents, export & import files to and from other indexing, spreadsheet, and database programs.
Flexible ➤	adapt the program to your preferred work habits, not vice versa: user-selectable views, work with subsets of entries or multiple indexes at the same time, assign text to hot (function) keys, print out directly from the program in multiple formats from the same index file, etc.	Support ➤	free to registered users.
Powerful ➤	exploit powerful capabilities for easy and efficient data entry and editing: search and replace, macros and abbreviations, auto-completion etc.	Try it today ➤	Visit our website www.indexres.com and download a demonstration copy and a PDF of our acclaimed <i>User's Guide</i> . See for yourself why CINDEX is the foremost software for indexing professionals.
Available for Windows (including Vista) and for Macintosh (OS X 10.3 and higher) Student and Publishers' Editions are also available. Contact us to find out how these might best suit your needs.		Indexing Research www.indexres.com 620 Park Avenue #183 Rochester, NY 14607 tel: +1-585-413-1819 email: info@indexres.com	CINDEX™ ...Simplify index preparation with the software that does everything you need to produce quality indexes.

ANZSI NEWSLETTER

Volume 4, number 7, August 2008

From the President



We record the passing of a notable member, Jean Hagger. Jean was a member of the committee of AusSI from 1976 to 1986, secretary, 1979-80, vice president, 1982-83 and president, 1984-86. She represented the Society at conferences of the Society of Indexers (UK) in 1978, 1983 and 1985. During her presidency in 1985 she inaugurated the Society's Medal

and during 1996 she and Joyce Gillespie, another life member, organised the deposit of the Society's archives in the State Library of Victoria. Her service to the Society was recognised in 1998 by the award of Honorary Life membership.

She retained her interest in the profession to the end of her long life. Recently I visited her to receive some more records which are destined for the archives. Michael Ramsden, her colleague at RMIT, has written the account of Jean's life which appears below.

John E. Simkin

Jean Hagger (11 October 1917 – 16 July 2008)

Jean Hagger, who died on 16 July, was one of the foundation members of the Australian and New Zealand Society of Indexers (then the Australian Society of Indexers) and was a life member of the Society. She was a remarkable woman who pursued four careers with vigour and total professionalism.

Jean was born on 11 October 1917. She was educated at West Preston Primary School and Coburg High School before winning a scholarship to Melbourne Girls High School (later MacRobertson High). She attended Melbourne Teachers College and was awarded the Trained Primary Teachers Certificate in 1937. Her first position was in the country but by 1943 she was teaching third grade at East Coburg Primary School. The headmaster at that time was interested in starting a school library and sought volunteers. Jean expressed interest and her offer was accepted. So began Jean's second career as a librarian.

Typically she approached her new career professionally. She discovered that the Australian Institute of Librarians (now ALIA) offered examinations and certification, though no courses. She therefore began to study for these examinations and received encouragement from a number of people, most notably Colin McCallum (the State Librarian) and Ellinor Archer (Chief Librarian at CSIRO). In 1946 she decided that she would pursue a career in Librarianship and resigned from the Education Department in order to attend the University of Melbourne where she gained her BA while also working in the university library and completing her basic professional qualification.

In 1952 Jean worked in the library of the United States Information Service. Thelma Posso was the librarian and became both a mentor, imbuing Jean with the notion of

librarianship as service, and a friend. This experience inspired Jean to seek experience in the United States. She was fortunate to go to the Carnegie Library in Pittsburgh which was not only an exemplar of public library service but was also adjacent to the University of Pittsburgh which had one of the leading schools of librarianship in the US. Whilst in Pittsburgh Jean was able to attend some of the classes at the library school.

Following that experience Jean returned to the University of Melbourne. Very soon, she was doing part-time teaching at the library training school attached to the State Library of Victoria. In 1960-61 Jean was awarded a Fulbright Scholarship to attend the School of Librarianship at the

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Deadline for the next issue: 2 September

Newsletter, Webmanager and Registration contacts

Editor: Peter Judge

Web Manager: Mary Russell

Website: <www.anzsi.org>

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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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

2 September for the September 2008 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\$70 per year from 1 Jul 2008.

Institutional membership \$95.

Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

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To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

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Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

Queensland Branch News The Mei Yen Chua indexing experience

The Queensland Branch was treated to a talk by author, poet, indexer and founding member of the Queensland Branch, *Mei Yen Chua* at the second general meeting on 16 July, held in the Salisbury Hotel meeting room.

Mei Yen has enjoyed some publicity of late through her involvement as a chapter author in the anthology *Growing Up Asian in Australia*. Her involvement began when she responded to an advertisement in the *Arts Hub* newsletter, calling for writers of Asian background. *Growing up Asian in Australia* was recently launched at the Sydney Writer's Festival which Mei Yen attended. A particular highlight of the launch for Mei Yen was meeting her heroine Kylie Kwong. The book has also featured in Melbourne's *The Age* newspaper and been discussed on ABC Radio.

Mei Yen Chua, however, is now an avid indexer, who has completed 14 indexes in the past 8 months? What a marvellous effort!

At the branch meeting in Brisbane, Mei Yen discussed several indexing projects she has undertaken. She recommended that fledgling indexers visit a library and study indexes from a range of book genres, to gain insight into what makes a good and bad index. She also suggested that being able to speed read is an extremely valuable asset for an indexer.

The President Moira Brown had asked Mei Yen to bring some examples of her own indexing to show the meeting. With four books to study as examples (most of which had more than 300 pages), attendees could identify the good and bad points. Bad points included using chapter headings as index entries, giving too much or too little information. It was generally agreed that Mei Yen's indexing was of a very high calibre.

In her enthusiastic manner, Mei Yen also related details of her current project,

as author and indexer of Brisbane's first 'cheap eats' guide. The guide (to be available this October and retailing for under \$15), will review restaurants, cafes etc. where it is possible to enjoy a meal (main and entrée) for under \$20. Multicultural eateries, top coffee spots and restaurants serving good value breakfasts will also feature in the guide.

Mei Yen, who trained using Glenda Browne and Max McMaster's indexing courses, now uses Sky indexing software.

Our Branch looks forward to hearing about her future indexing and writing projects.

The Queensland branch meetings are informal gatherings and we were once again joined by two industry friends, author/librarian Graham Potts and freelance editor and writer Wendy Sargeant. Wendy has

kindly agreed to speak at a Branch meeting in 2009.

Our next branch meeting is to be held on Wednesday 20 August at 7.00 pm in the Brisbane City Council Toowong Library meeting room, at Toowong Village Shopping Centre, 9 Sherwood Road, Toowong, Brisbane. Entry to the Branch meeting is free and parking is free in the shopping complex. Supper will be provided for a \$2 tax deductible donation. Our guest speaker will be Franz Pinz, treasurer and founding member of the Queensland Branch, presenting the Franz Pinz 'Document Control Exordium'.

Come and network with fellow Indexers. We have our own Branch now. Keep in touch.

Jacinda Wilson (Secretary) and
Moira Brown (President)

P.S. Queensland Branch AGM will be on Wednesday 15 October, so please think about being part of the Branch team. Nominations close 14 days prior to the meeting. All positions will be open. We hope to increase the whole team to ten (we are just five at present), so why don't *you* consider becoming a Committee Member?



Jacinda and Mei Yen

(*vale Jean Hagger, continued from page 1*)

University of Illinois at Urbana-Champaign. Returning to Melbourne she found that the State Library of Victoria was reducing its classes, especially those conducted in the evening. There were loud protests from students, and the Victorian Branch of the Library Association of Australia formed a committee, of which Jean was a member, to assess the demand for professional education. Meanwhile the branch conducted classes, with RMIT providing accommodation, Jean being one of the lecturers. The response was overwhelming and the Branch approached RMIT and the Victorian Education Department, to see if there would be interest in establishing a course. This led to the establishment of a Department of Librarianship at RMIT, and Jean was appointed as the foundation Head. She was the first female Head of Department at RMIT and was the only one in the Institute's first century. So began a third career.

The first courses were offered in 1963 and were for the Registration Examinations of the Library Association of Australia. The courses were, from the first, in great demand; 189 part-time students were enrolled in the first year. At the end of that first year Jean was awarded a British Council grant to study librarianship education in the United Kingdom. This proved to be a valuable experience because education for librarianship in Australia was developing along British rather than American lines, with undergraduate and postgraduate courses rather than purely postgraduate as in the US. She visited all the library schools in England and Scotland (at that time there was no school in Wales or Northern Ireland) and the experience was put to good use when it came to the design of courses at RMIT.

In 1965 the Department offered a two year course leading to an Associateship Diploma of RMIT – the first undergraduate course in librarianship in an Australian institution. However, with the establishment of the Victoria Institute of Colleges, and the decision by RMIT to join the Institute, it became possible to design a course leading to a first degree, and in 1970 approval was gained for a four year program leading to a Bachelor of Social Science in



Librarianship: the first undergraduate degree in Librarianship in Australia. With courses beginning in 1970 the first full-time students completed the program at the end of 1973 and graduated in a VIC ceremony in May 1974. There was also a one year program leading to a Graduate Diploma. Both courses were available part-time.

Jean was interested in research in librarianship and, on her retirement, endowed the Jean Hagger Librarianship Research Support Fund. Part of this concern was an ambition before she retired to see a graduate from the Department with a higher degree in Librarianship. That ambition was realised when the first student submitted his thesis in 1977 and graduated in May 1978. Jean retired from RMIT in December 1977. She had by then become one of the foundation members of the Australian Society of Indexers (as it was then), and she now embarked on a fourth career as an indexer. She undertook several commissions for Hyland House but perhaps her best memorial is the index to six of the eight volumes (counting Parts 1 and 2 of Volume 2 as two volumes) of Historical Records of Victoria. In 1998 her contribution to the Society and to the profession of indexing was recognised by the award of life membership.

As well as her professional concerns Jean was an active member of Zonta. When this women's service club was re-introduced into Australia in 1965 Jean was one of the founding members and remained active until her final illness. She was one of two life members of her branch.

Jean was a totally thorough person; she would not otherwise have achieved all that she did. She set high standards for herself and expected others to aim high also. She was a loyal friend and colleague, always helpful and a great mentor. She was widely respected and left a large footprint as a librarian, as an academic leader and as an indexer. She will be greatly missed.

Michael Ramsden

The photograph of Jean Hagger, taken in around 1979, is from the RMIT archives.

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Wed 20 Aug 7.00 pm start	Qld Branch	Franz Pinz: Document Control Exordium	Toowong Library, 9 Sherwood Road, Toowong, Brisbane	Moira Brown < [REDACTED] >
Sat 3 Sept 6.00 – 9 .00	NSW Branch	AGM and dinner	Golden Cinnamon Restaurant	Lorraine Doyle (details on p.2 of July newsletter) > [REDACTED]
Sat 20 Sept 9.15 – 4.30	ACT Region Branch	Thesaurus development workshop	Meeting Room 10, New Griffin Centre, Canberra	Lynn Farkas, + [REDACTED] (details on p. 5)
Sat 27 Sept 10 .00 – 5 .00	NSW Branch	Legal Indexing workshop	NSW Writers Centre	Madeleine Davis < [REDACTED] > (details on p.3 of July newsletter)

From the literature and other thoughts



indexers, differing opinions of

I teach the indexing component of the Book Editing and Publishing course at Macleay College, Sydney. With a recent class, whenever I'd say 'The rule on this is ...' the class would add '... but', because for every rule I suggested there seemed to be multiple exceptions.

The same applied at our recent ACT Region/NSW forum on evaluating indexes, at which people talked about the things that bugged them about indexes – such as indexing of passing mentions, and the presence of undifferentiated locators – and then other indexers stood up in defence of these practices!

We really need a wiki or some other group forum for documenting these opinions because, as Madeleine Davis pointed out, she makes her defence of undifferentiated locators on a regular basis.

undifferentiated locators, sometimes needed, often bad

Madeleine also pointed out that for some books, such as biographies, there is often the need for undifferentiated locators where a person is mentioned a number of times, but nothing particularly stands out each time. Hazel Bell from the UK has made similar points. Alan Walker also noted that for some looseleaf services, it is inevitable that the number of locators will grow large, but that at least the user knows that the more recent content is indexed last (to some extent this is a form of differentiation). He also noted that it is impossible to say the optimal number of locators, as it differs for different types of books. For legislation, e.g. even two locators at the same entry is probably too much, because each section of legislation should be dealing with a different aspect of the topic.

passing mentions, see Cauchi, Simon

Alan Walker also stood up for the inclusion of passing mentions – at times – noting that Simon Cauchi had said all that needed to be said on this topic. See: Cauchi, Simon 2000, 'The problem of the "passing mention"', in *The August Indexer: proceedings from the Second International Conference, 1999, Hobart, Tasmania*, ed. Margaret Findlay, Melbourne: Australian Society of Indexers, pp. 41–47.

minor mentions, see *also* boilerplate text

A related problem is that of minor mentions – valid topics, but with not much said. One of the problems with deciding about passing and minor mentions is that we serve a range of users with differing needs. The thorough researcher wants everything on the topic, so will be grateful for a pointer to each discussion, while the skimmer will be annoyed to waste time going to pages with little of interest. For example, I have indexed a sentence that said: 'For more on ... see the following website.' The text says absolutely nothing on the subject, so perhaps doesn't warrant indexing. But the website says everything you need to know, so is well worth accessing. With

the internet instantly accessible to nearly all of us, surely a link to a website is nearly as good as a bird in the hand?

Also, specialist users may be interested in detail for their own area of interest, while not needing it for other areas. I have read a book for authors which mentioned indexing very briefly, twice. It was the most interesting content in the book for me, and I would not have wanted to miss it, although any indexer doing a moderately detailed index would not have included it. For this reason, I think indexing supplemented by search is the ideal solution.

Michael Harrington, who led the forum, mentioned that he hates it when duplicated text within a document is indexed every time it appears. We didn't get to discuss this, but it is a topic that has come up on Index-L (from which I got the name 'boilerplate text'). The consensus there seemed to be that the discussion should be indexed every time it occurs, because this provides the topic in context. I tend to index duplicated text numerous times, except sometimes it gets excessive, and I try to be more selective. I do find, also, that it is time-consuming to check each time that it is **exactly** the same content, and find it quicker just to include it all.

4 legs good, 4 leg bad

Lynn Farkas made a passionate plea for more attention to generally-accepted standards, and less to the approach 'It all depends'. I have sympathy for this view, as I often find the comment 'I do this because my users expect it' a bit of a cop-out. On the other hand, the discussion that followed her point made it clear how difficult it is to find a generally-accepted standard – we all want to make exceptions based on our own perceptions.

On the issue of the use of the plural rather than the singular form of terms for countable things (things about which you can ask the question 'How many?') – generally accepted by indexing and thesaurus authorities to be preferable – we came to the problem of body parts. Following best practice, we would index body parts in the plural form – 'arms', 'alveoli', 'arteries' and so on. So far, so good. But it reads a bit oddly when you have 'hearts' and 'livers' – more appropriate to an offal cookbook, to my mind. My approach is therefore to use plurals for body parts that we have more than one of, and the singular form for others. Unfortunately, however, this breaches the general principle (so perhaps I should revise it?), and also differs from the practice of a long-standing authority, *Medical Subject Headings (MeSH)*, which uses the singular form in all cases. (MeSH, however, breaches a number of modern principles, such as in its use of upper case initial letters and a significant amount of inversion, so while it is a guide to what has been done for a long time, it is not necessarily a guide to what it would be best to do in the future).

The NISO thesaurus standard (ANSI/NISO Z39.19-2005, *Guidelines for the Construction, Format, and Management of Monolingual Controlled Vocabularies*) allows for the use of the singular form for countable objects in two cases: for museum catalogues and 'If in the domain of the controlled vocabulary

(continued at foot of next page)

Letter to the editor

John Simkin, in his last month's President's Report, noted the success of the NSW telephone committee meetings, but expressed his preference for face-to-face meetings. In NSW we would agree that, all other things being equal, face-to-face meetings are preferable. In my case, however, a telephone meeting saves me 4 hours travelling time, which is a great advantage. It is also a more environmentally-friendly solution.

With respect to ANZSI Council meetings the situation is quite different, however, as for out-of-state members face-to-face attendance at meetings is not practical in most cases. This means that electronic or telephone meetings would be a huge advantage, as they would provide the benefit of some ability to contribute versus none at all.

For ANZSI Council to truly represent its members, it needs to explore alternative methods of decision making, including more use of email, and the option for long-distance attendance at meetings. While a preliminary exploration of teleconferencing options was done by the Council we have not seen any details so are not aware of how far it looked, and why it could not find an affordable solution. There are numerous options for communication – including some that are free – and we should be trialing these. Other indexing societies including ISC/SCI and SI have also found it necessary to meet electronically, and have found successful ways of doing so.

*Glenda Browne
ANZSI NSW Vice-President*

Membership renewal reminder

Members are reminded that the ANZSI financial year is July–June so your membership subscriptions are now due. Those who have not renewed become unfinancial at the end of September.

You can pay on the secure website via credit card by following the link in your email renewal reminder. Or you can download the membership form and post your renewal if paying by cheque or money order. You will need to go to the member's area of the website which requires a password. If you have forgotten your password please contact me at <bandoola1@bigpond.com>.

Please remember to notify the newsletter editor and your Branch if you change your contact details online.

Joanna McLachlan, Membership Secretary

(From the Literature, continued from previous page)

there is literary or user warrant for the expression of count nouns in the singular, establishment of terms in that form is acceptable.' They give the example of biomedicine, and it would also apply to the law in some cases.

A similar issue exists with the use of the singular form for animals in veterinary books, where it has been explained that the use of 'horse' in the singular is standing for the concept 'the horse'. (Nonetheless, anything that applies to 'the horse' equally well applies to 'horses'). Thank goodness for fish and sheep, where we don't have to worry!

Glenda Browne

Thesaurus development workshop

ACT Region Branch is pleased to offer a course for those involved in developing thesauri and taxonomies for intranets, websites or information services. This is a repeat of the popular full-day workshop held in Canberra in October 2006. The presenter, Lynn Farkas, is an experienced thesaurus developer and indexer who will take you through both the theory and practice of thesaurus work. The workshop covers:

- basic terminology;
- thesaurus components and structure;
- rules and standards for thesaurus construction;
- an afternoon of practice in developing a thesaurus.

There is an emphasis on practical hands-on work in small groups, with plenty of time for discussion and questions. A workbook will be provided. Morning and afternoon tea is provided, but participants are responsible for their own lunch (there are plenty of cafes nearby). Minimum 8 participants.

Date: Saturday, 20 September, from 9.15 am to 4.30 pm.

Venue: Meeting Room 10, New Griffin Centre, 20 Genge Street, Civic, ACT.

Cost: ANZSI and affiliated society members (Editors, ASTC) \$190.00, nonmembers \$250.00.

Contact person: Lynn Farkas, ph [REDACTED]

Booking information: Cancellations will be accepted free of penalty until Friday 12 September. Cancellations after this time will incur a 50% fee. Invoices will be emailed to government Departments or organizations on request. Individuals should send payment with their registration application. More details and registration application form on the ANZSI website at

<www.anzsi.org/site/calendar_details.asp?id=43>

New Zealand indexing course

Christchurch City turned on some of its worst weather for Max McMaster when he came to tutor a group of new indexers at the end of July. The Southern Alps were thickly coated with snow and there was even a dusting on the Port Hills, but the rain forced him indoors and he chose to visit the Antarctic Centre for a truly icy experience.

The weekend course at the University of Canterbury was organised and hosted by Carol Dawber and Peter Rivers for the New Zealand branch. It attracted librarians, editors and academics from both islands. Although there were only eight participants on Saturday and six on Sunday, the sessions were lively and intense. Discussions and questions reflected the high level of professional expertise in the group. One outcome was a greater awareness of the variable quality of indexes published in New Zealand and the need for professional indexers to make themselves known to publishers.

We hope that the heightened profile of the Branch may result in an increase in membership – there were a number of enquiries from people who were unable to attend this course but were interested in future activities. There also seems to be a demand for a course on web-based indexing and the branch may address that at some stage.

Contact person for the New Zealand Branch is Jill Gallop, <[REDACTED]>.

Carol Dawber

ACT and NSW Branches 'Evaluating indexes' forum

What makes a good index? And more importantly, how do you know when an index is good? Twenty-six indexers re-visited this basic issue of indexing in a half-day forum held jointly by the ANZSI ACT and NSW Branches on 21 June. Amid the beautiful grounds of the Craigieburn estate in Bowral NSW, an equal number of



people from the ACT and NSW Branches pondered good and bad indexes and how to assess them. The forum was led by Michael Harrington, Chairperson of ANZSI's Registration Committee, and Alan Walker (pictured above), one of our Society's most experienced longstanding indexers.

Michael began by asking us what we, as indexers, hated most about indexes. High on the list were undifferentiated locators, poor choice of terminology, poor headings structure, inaccuracies, and problems that stemmed from the publishers, such as poor time frames or bad formats for the indexes. Everyone had an opinion, and the point of the exercise was that we all make judgements, and our judgements are the basis of evaluation. To be useful, however, we need to base these judgements on a consistent set of criteria.

We then looked at various criteria for evaluating indexes. Alan Walker presented the criteria for the Wheatley Medal and also discussed evaluation by the '3M' method:

Matter (subject content), *Manner* (style of index), and *Method* (adherence to standards) – and added a fourth, *Mechanics* (accuracy of page numbers etc). By weighting the first two more heavily than the last, you can put more emphasis on the content of the index rather than on the process of indexing. This simple method could be a useful tool for all of us to apply as we work through our own indexes.

Michael showed us the current criteria for assessing Registration applications, as well as the preliminary assessment sheets that were used to judge the AusSI medal when he was involved in that process in the late 1990s. It was reassuring to note that the Wheatley and AusSI (and now ANZSI) criteria were quite similar. But underpinning them all, Michael stressed, was the ISO indexing standard (AS/NZS 999:1999). Applying the standard to any index allowed one to evaluate and judge the index in a careful and consistent manner.

To illustrate his point, Michael led us through an evaluation of the 'Fast Find' index to the Sensis Yellow Pages. Even though this index has some characteristics that differ from a back-of-book index (like its emphasis on the concrete rather than the conceptual, and terminology that was built and maintained by many people over long periods of time), Michael was able to use the guidelines in the indexing standard to highlight good and bad points in this index. He particularly

focused on what the Standard said about: functions of an index, headings, use of author's words, structure, relationships between concepts, see and see also references, page locators introductory notes, and consistency. This measured approach allowed all of us to see not only how an index can be taken apart and analysed, but where and how it could be improved.

Alan then challenged some of our core perceptions by putting forward a case for using undifferentiated locators, and discussion ensued on when this could be considered an acceptable practice. A number of participants brought examples of poor indexes (none of which were created by ANZSI members, of course!) and we ended the day by examining these over drinks in front of Craigieburn's lovely open fires.

Although many of us continued 'talking shop' and sharing experiences during the excellent Forum dinner, this was also an opportunity for us to meet indexers from the other Branch in a purely social setting.

Sunday gave us a chance to experience some of the beautiful countryside around Bowral, and a relaxed atmosphere



At the Bowral forum: Madelaine Davis, Mary Coe, Sherrey Quinn and Lorraine Doyle

to set out on the leisurely drive back to our respective home bases later in the day. Congratulations to the organisers and presenters for an interesting and rewarding forum.

Edyth Binkowski and Lynn Farkas

ANZSI Newsletter by email

The results of the 2007 ANZSI survey revealed that over 60% of respondents would be happy to receive the *ANZSI Newsletter* via email. So, from the September 2008 issue, this means of distribution will be available.

How will it work?

If you want to continue to receive the printed *ANZSI Newsletter* in the post, as at present, you need do nothing.

Otherwise, you log into the **members** section of the website and update your details by placing a tick in the **Receive Newsletter via email** box.

At the beginning of each month the email and post lists will be compared. If you have chosen **via email**, I will email the pdf file of the *Newsletter* to you.

Mary Russell

Tips and hints – names in family histories

National Family History Week (2-10 August) is a good reason to focus on indexing family histories. Names in family histories can be complicated. People have nick names, names are repeated through generations and females change surnames. Hopefully there is a family tree to help you understand the various connections, but sometimes there isn't and you have to work it out. Of course all this is made even harder when you don't know the family.

I recently indexed the history of a large Italian family, let's call them Fabbro (well, that does mean Smith!). As I read through the book I realised that I would have to qualify the names so I could identify who was who. Here is a sample. When I completed the index I had to keep most of the qualifiers. All the females required double postings for their respective maiden and married names:

Fabbro, Andrea (Archbishop)	Fabbro, Cristiana	Fabbro, Dominic
Fabbro, Andrea (Cristiano's brother)	Fabbro, Cristiano (Andrea's son)	Fabbro, Giovanna (Giovannina) (later Collins)
Fabbro, Andrea (Cristiano's son)	Fabbro, Cristiano (Cris)	Fabbro, Giovanna (<i>née</i> Turner)
Fabbro, Andrea (Girolamo's brother)	Fabbro, Cristiano (Girolamo's son)	Fabbro, Girolamo (1884-1964)
Fabbro, Anthony	Fabbro, Cristina (<i>née</i> Brown, later Murphy)	Fabbro, Girolamo (Domenico's son)
Fabbro, Anthony (Andrea's son)	Fabbro, Cristina (later Vincent)	Fabbro, Girolamo (Momi)
Fabbro, Anthony (Meni's son)	Fabbro, Domenica (Ninetta) (later Shaw)	Fabbro, Maria (Andrea's wife)
Fabbro, Antonietta (later Brown)	Fabbro, Domenico (1889-1949)	Fabbro, Maria (Cristiano's daughter)
Fabbro, Antonietta (Ninetta) (later Miller)	Fabbro, Domenico (1911-1961)	Fabbro, Maria (later Martin, later Hope)
Fabbro, Antonio	Fabbro, Domenico (Meni)	Fabbro, Maria (later Vincent)
Fabbro, Antonio (Tony)	Fabbro, Domenico (Nino)	Fabbro, Maria (Mariska) (later Brown)
Fabbro, Beverly (<i>née</i> Collins)	Fabbro, Domenico (Nino) (Doctor)	Fabbro, Maria (<i>née</i> White)
Fabbro, Beverly (<i>née</i> Dean)	Fabbro, Domenico (Rosso)	Fabbro, Maria Rosa (later Brian)

The American Society for Indexing has a publication called *Genealogy and indexing* and further references are given on the ANZSI website <www.anzsi.org/site/bib_types.asp>.

Mary Russell

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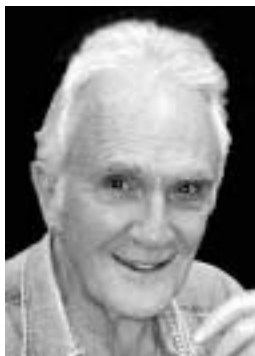
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From the President



ASAIB Conference, March 2009

I am in the process of booking my flight to Johannesburg for the conference of the Association of Southern African Indexers and Bibliographers and the triennial meeting of representatives of the six indexing societies and the two indexing networks. These meetings are to be held on March 9-10, at Maropeng. This is described as the official visitor

centre for the Cradle of Humankind World Heritage Site, about an hour's drive from Johannesburg.

The triennial meeting is to review the International Agreement of Indexing Societies. This can be viewed at the ANZSI website on the 'About ANZSI' menu. I will need to do my homework on the agreement before the meeting. I urge members to peruse it and send me any ideas which they think might improve it.

The conference is entitled 'Africa Visited and Revisited: the History of Africa Revealed through Indexing and Bibliography' and will be divided into four sessions. The last session will consist of reports from the international representatives. I shall extend an invitation to our Sydney conference as I think we have not previously had any direct contact with southern African indexers. I shall also be interested to discover how bibliography fits in their considerations. Here and elsewhere the two disciplines are usually considered separately although in my own work I have dealt with both.

Committees

Within the next two months there will be elections for the Council and the committees of the five branches. I have become aware that filling these and other positions, such as web manager, registration and awards committees, from a membership of about 240 spread over two countries may not always be easy. This applies especially in the branches where the members are spread over vast distances, as in Queensland and New Zealand. So the hunt is on for talent, some of which may have been unrecognised so far. We may not have members who are readymade for every particular position but we do have enough experienced members to help those willing to work their way into the roles.

Mentoring

I shall be circulating a paper on the mentoring scheme to the members of Council. Pending their consideration I have undertaken to see the outstanding mentoring projects through and to oversee those of two other members who are waiting to start. In case there are any members who are concerned that there is a move to do away with the scheme or to alter its intention, they should be reassured that the report is intended to strengthen it and to make it run more smoothly.

Incorporation

A paper on this subject has been presented to Council. The subject must be considered by the membership at large as, if it is to be implemented, there will need to be constitutional changes requiring a vote of members.

John Simkin, President



Coming to the ANZSI AGM? See overleaf. . .

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Deadline for the next issue: 3 October

Newsletter, Web Manager and Registration contacts

Editor: Peter Judge

[redacted] >

Web Manager: Mary Russell

[redacted] au >

Website: <www.anzsi.org>

ISSN 1832-3855

This newsletter is published monthly 10 times per year, with combined issues for January/February and November/December. It is 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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

3 October for the October 2008 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\$70 per year from 1 Jul 2008.

Institutional membership \$95.

Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

Maureen MacGlashan, Executive Editor

<editor@theindexer.org>.

ANZSI Corresponding Member

Glenda Browne [redacted] >

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph # [redacted] or

<www.anzsi.org/site/registration.asp>

Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

All members and friends of the
Australian and New Zealand Society of Indexers
are cordially invited to the
ANZSI 2008 ANNUAL GENERAL MEETING AND DINNER
to be held conjointly with the
AGM OF THE VICTORIAN BRANCH

at the Elsternwick Club, 19 Sandham St, Elsternwick
(Melways Ref. 67, F2)

on Thursday, 23 October 2008, commencing at 6.30 pm

to enjoy dinner and drinks in the company of your
colleagues, interrupted only by two short business meetings

Cost \$35.00 per head all inclusive

On-site or street parking. Public transport via trams and buses.
RSVP by 19 October to Jenny Restarick tel/fax [redacted]

[redacted]
Cheque or credit card payment options

Special dietary meals can be arranged with prior notice.

Proposed amendments to the ANZSI constitution

Three proposed constitutional amendments will be voted on at the AGM on 23 October. Members wishing to vote by proxy can access the proxy voting form on the website at <www.anzsi.org/site/calendar_details.asp?id=49>.

Resolution 1 is being put by the Council; Resolutions 2 and 3 by NSW Branch.

Resolution 1

That in Section 4. Register of Indexers, the underlined words be inserted.

The Society will establish a Register of Indexers recording those who have been assessed by peer review as meeting the Society's registration criteria. The inclusion of a member's name in the Register will entitle that member to be known as a Registered Indexer of the Australian and New Zealand Society of Indexers for a minimum period of five years so long as he/she remains a financial member of the Society. Reassessment of indexing knowledge and competence will be made periodically to ensure standards are maintained.

Resolution 2

That in Section 4. Register of Indexers, the underlined words be inserted.

The Society will establish a Register of Indexers recording those who have been assessed by peer review as meeting the Society's registration criteria. The inclusion of a member's name in the Register will entitle that member to be known as a Registered Indexer of the

Australian and New Zealand Society of Indexers so long as he/she remains a financial member of the Society. To ensure standards are maintained procedures for renewal of registration will follow the guidelines as set out in Council's document on Policy and Procedures for Registration.

Resolution 3

That in Section 6. Committee, Subsection (d) , the underlined words be inserted.

Casual vacancies in any of the offices will be filled by invitation of the Executive and the Presidents of the Australian and New Zealand Branches, and the persons filling such vacancies will hold office until the conclusion of the following Annual General Meeting.

Nominations for Council positions

All Council positions are up for election – please note nominations should be returned by 9 October. The nomination form will be on the ANZSI website at <www.anzsi.org/site/calendar_details.asp?id=49>.

Queensland Branch news

Franz Pinz's 'Document exordium'

The guest speaker at the third general meeting of the Queensland Branch, on 20 August at the Toowong Library, was Branch Treasurer and founding member Franz Pinz (pictured at right).

Franz works for Hatch, a global engineering and construction organisation that manages projects from feasibility studies through design, procurement and construction to final completion. Formerly from Austria, Franz is a geologist, librarian, indexer, editor and document controller. He provided handouts for us on EPCM (Engineering Procurement Construction Management) Services, together with lists of the types of documents he handles. The checks and counter checks in the system in which he functions are mind-blowing. Safety and efficiency are the cornerstone of every engineering project, whether large or small, which is why his job encompasses such an enormous number of checks and procedures. Every member of the project staff has an enormous number of forms to complete at every stage of the job, whether they are electricians,



draftsmen, engineers or suppliers of specialized items. They all have someone checking their work, producing a document which Franz then enters into his database and also files as a hard copy.

Franz controls the resultant documentation, especially the 'deliverables' (contractually required specifications, drawings etc) using a specialised database to manage this huge volume of paperwork. He supplies document numbers to engineering personnel, he manages the transmittal of deliverables, the internal circulation and review processes within the company; he edits version control, electronic storage and also implements the archiving of documents (physical storage with a company such as Brambles).

We were absolutely overwhelmed at the volume and intensity of Franz's workload. It is hardly surprising that he enjoys the comparatively relaxing pastime of back-of-book indexing or journal indexing, having trained

(continued on page 5)

Activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Wed 17 Sept	Queensland Branch	General meeting 'An indexer's tale'	Toowong Library, 9 Sherwood Road, Toowong, Brisbane	Moira Brown <[redacted]> More details above.
Sat 20 Sept 9.15 – 4.30	ACT Region Branch	Thesaurus development workshop	Meeting Room 10, New Griffin Centre, Canberra	Lynn Farkas Ph. [redacted] More details at <www.anzsi.org/site/calendar_details.asp?id=43>.
Sat 27 Sept 10.00 – 5.00	NSW Branch	Legal Indexing workshop	NSW Writers Centre	Madeleine Davis <[redacted]> Details on p.3 of July newsletter.
Wed 8 Oct	ANZSI	Basic Book Indexing part 1	Immanuel College, Novar Gardens, SA	Max McMaster <[redacted]> More details on p. 5.
Thur 9 Oct	ANZSI	Basic Book Indexing part 2	Immanuel College, Novar Gardens, SA	Max McMaster <[redacted]> More details on p. 5.
Fri 10 Oct	ANZSI	Website Indexing	Immanuel College, Novar Gardens, SA	Max McMaster <[redacted]> More details on p. 5.
Tues 21 Oct 6.00 for 6.30 pm	ACT Region Branch	AGM and dinner	Austrian Club Mawson ACT	<eleanor.whelan@bigpond.com> Details on page 5.
Thurs 23 Oct 6.30 pm	ANZSI hosted by Victorian Branch	AGM and dinner	Elsternwick Club 9 Sandham Street Elsternwick	Council nominations to be returned by 9 Oct RSVP by 19 October to Jenny Restarick Ph/fax [redacted] More details on p. 2.
Thurs 23 Oct 6.30 pm	Victorian Branch	AGM and dinner	Elsternwick Club 9 Sandham Street Elsternwick	Committee nominations to be returned by 9 Oct RSVP by 19 October to Jenny Restarick Ph/fax [redacted] More details on p. 2.
Tues 11 Nov 6.00 for 6.30 pm	Victorian Branch	Gary Presland Indexed datasets	Kew Library Civic Drive, Kew	Jenny Restarick Ph/fax [redacted] More details at <www.anzsi.org/site/calendar_details.asp?id=54>.

From the literature and other thoughts



Indexing standards

The Indexer (June 2008, p.96) notes that an informal revision process of BS ISO 999 (the British indexing standard) has begun with the object of having a draft ready for the next ISO and BSI evaluation rounds. The Australian and New Zealand indexing standard is a copy of the international standard, which is a copy of the British standard, so revisions of the British standard may well make their way, eventually, into our own standard.

Informal international comments/suggestions are welcome, and should be sent to Janet Shuter <[redacted]>.

Open Publish

Last month I attended my third Open Publish conference – an interesting, enjoyable experience. As always there were content management system specialists, software developers, document producers, web designers, a handful of librarians, and one indexer.

Enterprise wikis

The ‘new big thing’ at the conference this year was enterprise wikis as tools for collaboration – interesting, because wikis are hardly new technology, having been on the web since 1995. I wrote about them for *Online Currents* in 2002 <<http://tinyurl.com/576p78>>, and Jon Jermy has been running the Golden Age of Detective Fiction Wiki <<http://gadetection.pbwiki.com>> since December 2005.

One useful way for ANZSI members to get involved in wikis would be making edits to existing pages on Wikipedia (the best-known wiki), or creating new topics. The topic ‘Index (Publishing)’ has had some recent changes, but could be fleshed out further. One advantage of Wikipedia is that you can edit as much or as little as you like at any time.

The *Australian Law Librarian* (15, 4, 2007) contains a report on a presentation by Martin Farley on ‘Law wikis in practice’. Farley explained that wikis were relatively slow to take off in the legal sector, partly due to continuing questions about their reliability and authority, but that recently many have been developed. He noted that by opening themselves up to constant scrutiny and editing, wikis can become as reliable as static texts.

Another useful tool for collaborating on document preparation is Drupal Books – open source software that allows people to edit their own chapter of a book while also being able to see the development of others. Drupal itself is a Content Management System with a strong taxonomy structure.

Have you blogged yet?

If you haven’t blogged yet, it’s too late to start! The trend now is micro-blogging, in which people send out constant short messages about their state of mind or activity. Many are as dull as chatting via SMS, but it was suggested that short messages could be used to quickly send information about current

events of interest to people. For example, a museum worker who encountered an interesting fish in the daily catch could Flickr a photo and then Twitter the news to the world. (Twitter.com is a social networking and microblogging service that uses instant messaging, SMS or a web interface). Not my cup of tea, but one person in the audience was twittering as the talk progressed, and there are software service companies that monitor the micro-blogsphere for frustrated comments from users of their software! (When I was a uni student and the mainframe computers were acting incomprehensibly, I’d type my frustration into the system – I guess Twitter means I could do this now and have an audience and, perhaps, even a solution!)

‘Alas, poor Yorick’

The ASAIB 2009 Conference and International Triennial Meeting “Africa Visited and Revisited: the History of Africa Revealed through Indexing and Bibliography” will be held on 9 and 10 March 2009 at Maropeng (Official Visitor Centre for the Cradle of Humankind World Heritage Site) near Magaliesburg. The Maropeng Visitor Centre looks like a wonderful piece of architecture, with a futuristic back view, and a front view resembling an ancient burial mound. Nearby are the Sterkfontein Caves, where Dr Robert Broom discovered “Mrs Ples” (a 2.1-million-year-old *Australopithecus* skull) in 1947. I visited the caves in 1978, and my only memory is the sculpture of Broom <www.maropeng.co.za/images/uploads/statue_of_Robert_Broom_small.jpg> gazing at a skull into which someone had slipped a piece of paper saying ‘Alas, poor Yorick...’

The caves are near Magaliesburg, where I spent the first years of my life. I once used birthplace as a password-reminder prompt, and when I needed to use it, couldn’t for the life of me think how to spell ‘Magaliesburg’. I finally discovered my password when I tried Krugersdorp, the nearby town at which the hospital in which I was born was located. The moral (now so obvious) is: don’t use password-reminder questions that won’t leap out at you or that you can’t spell! (Neither Magaliesburg nor Krugersdorp is any longer, of course, the password for anything I do.)

ASTC

The next ASTC (technical communicators) conference will be held at Citigate Hotel, Haymarket (same venue as the last and the next ANZSI conferences in NSW) on 31 October and 1 November <www.astcnsw.org.au/conference/conference.asp?item=>. Sessions of potential interest to indexers include: Writing ‘The don’t panic guide to annual report production’; Structure mapping for longer documents; How to assess the quality of technical writing; and Techniques for reviewing a user interface.

Glenda Browne

ACT Region Branch visit to the Parliamentary Library

Thirteen members gathered in the foyer of Parliament House on 29 July and were guided into an area which is normally not accessible to the public. We were first shown the ground floor library which contains a variety of general material, including travel information, journals and a range of newspapers, both Australian and overseas. It is open at all times, a tradition dating back to earlier times when MPs might arrive in Canberra at all hours and have nowhere else to go, except perhaps a hotel. We were then taken to the second floor library which is built around the sides of a courtyard. The research branch deals with reference enquiries, there is a parliamentary authors' collection, and an information branch which is responsible for acquisition, cataloguing and indexing.

Roxanne Missingham, the Parliamentary Librarian, welcomed us and told us the history of the library, which has had several homes and has now been in its present location for 20 years. There are 140 staff and the collection holds 115,000 print items as well as electronic resources, press releases and transcripts. Roxanne stressed the importance of indexing, particularly in making Hansard accessible.

We then heard from Janet Wilson, head of the Hansard indexing team. There have been three phases in the indexing of Hansard. The index was prepared manually up to 1991. This was a private project involving a small team of indexers who took about 13 weeks to index one sitting of parliament. The frequency of the indexes varied and initially subject access was by portfolio names. Maiden (first) speeches were indexed, together with appropriation bills and rights of reply. The subject access was excellent. The index was very detailed but the time and effort to produce it were intensive. The second phase covered the years 1992–2004, during which entries were drawn only from the titles of speeches.

In 2004 it was decided not to produce a printed index. Fortunately this decision was reversed and indexing recommenced late in the term of the 40th parliament and so began the third phase in the indexing of Hansard. The gap created was filled by the production of annual indexes. As the previous software had been decommissioned there was then the problem of how to produce an index. However this situation provided the opportunity to improve the quality. The index now produced is governed by the title of each speech and question and as it is automatically generated depends on the quality of the title.

Judy Hutchinson spoke about creating thesaurus terms for use by cataloguers and indexers. Weekday newspapers are indexed on the day of issue and staff work on Saturdays in order to have the indexing of the weekend papers available on Mondays.

This was a most interesting visit, providing an insight into the development and workings of the Parliamentary Library.

Edyth Binkowski

ACT Region Branch AGM and dinner

ACT Region Branch is holding its AGM on Tuesday, 21 October at 6.30 pm at the Austrian Club Restaurant, Mawson, followed by dinner with colleagues and a presentation by our guest speaker, Ian Warden, well known Canberra-based writer, book reviewer and social commentator. Further details: <[REDACTED]>

(Queensland news, continued from page 3)

under Max McMaster and now having considerable database experience.

We were joined at the new meeting venue at Toowong Library by an editor from John Wiley Publishing, Ms Sharee Burger. Sharee's experience and participation on the night was an added bonus to Franz Pinz's extraordinary discussion on paper trails in the world of engineering.

Queensland Branch meetings are informal gatherings. A Branch member, Ms Alice Stephens, has kindly agreed to be our next guest speaker for the September meeting with 'An Indexer's Tale'. So we hope to see you all on Wednesday, 17 September at 7.00 pm in the Toowong Library meeting room, Toowong Village Shopping Centre, 9 Sherwood Road, Toowong, Brisbane. Entry to the Queensland Branch meeting is free. Parking is free in the shopping complex. Supper will be provided for a \$2 tax deductible donation. Come to chat and network with fellow Indexers and industry friends. We have our own Branch now. Keep in touch.

Beryl Macdonald and Moira Brown

Indexing training courses – Adelaide

ANZSI will be conducting both basic book indexing and website indexing courses in Adelaide from 8-10 October.

Basic book indexing part 1 – Wednesday, 8 October

Basic book indexing part 2 – Thursday, 9 October

Website indexing – Friday, 10 October

Glenda Browne will be conducting the website indexing course, and Max McMaster will conduct the basic book indexing courses.

All courses are being held at:

Immanuel College,
32 Morphett Road, Novar Gardens, SA.

Further details about the courses are available on the ANZSI website at

<www.anzsi.org/site/calendar_details.asp?id=50>.

Victorian Branch seminar with Professor Pam Peters

We spent a most informative afternoon in early August with Professor Pam Peters (pictured below), discussing the changes going on in British and American English 'style'.

The relevance of the topic was brought home by the fact that one of the questions put to Pam noted that the majority of indexers are over 50 years of age and their individual interpretation of language style is far more structured. Modern classrooms place a different emphasis on language, and hence many an indexer may be torn as to how to index.

Pam was able to present statistics on the incidence of spelling variations such as use of '-ise' and '-ize' in Britain, America and the world in general. They showed the global trend towards '-ize'. However the conclusion was that the indexer can be guided by their country of residence; or if the publication is for universal distribution, more notice should be taken of the general trends worldwide. Some professions, e.g. science, have their own preferred spelling, '-ize' in that case. Since 1966 the Australian Government *Style Manual* has served as a national reference, recommending '-ise'. However Fowler's *Modern English Usage* (1926) and the Oxford University Press style guide both recommend '-ize'. Either of these general recommendations rationalises the formerly very problematic practice of trying to use '-ise' for words derived from Latin and French, and '-ize' for those derived from Greek.

Spelling alternatives such as *cheque* (British) and *check* (American) have evolved from a desire to distinguish what were originally two senses of the same word. In this process, spellings may be introduced that have an 'elite' quality, especially if they are from French. Some of these 'elite' spellings are more French than the French: no French person would spell 'boulevard' or 'chaperone' with an '-e' at the end. Even the word 'omelet' has moved back to 'omelette' (in British English), to restore the original French spelling.

The use of '-our' spellings is another example of British English preferring the French-style spelling, though in present-day French they are all '-eur'. The '-or' spellings from Latin were however also used in England and Australia in the 19th century. Interestingly 'Harbour', as in Sydney, maintains its spelling as 'color' and 'colour' bob up and down, (no pun intended!) However, if you visit Victor Harbor in South Australia, you have a local tradition to contend with!

The spelling of words ending in '-l(l)' has been variable ever since Samuel Johnson's dictionary of 1755. He used a mix of spellings for similar words, notably 'downhill' but later on 'uphill!' If you thought 'swingers' had other connotations, consider 'install' and 'enthrall': 'swingers:' of the English language! It seems that if the second syllable can stand alone, then the spelling is likely to be 'll'.

Folk etymology is another element of changing English style, which endeavours to make sense of words. In this process 'chaise longue' (French for 'long chair' has become 'chaise lounge' – a chair for lounging in). The French word

'restaurateur' is sometimes spelled 'restauranteur', to make it clear to English-users that it relates to a restaurant-owner. With both spellings around there's the interesting possibility of differentiating the manager of a McDonalds (as a 'restauranteur') from the owner of a gourmet restaurant, using the more elite 'restaurateur'.

Words introduced from Arabic into English such as: *burka*, *sheik*, *Koran* can also be spelt in different ways. Pam also pointed out that the introduction of new Arabic dishes into Australian gastronomy has created a wealth of different spellings because while the consonants are marked in Arabic, the vowels are not, and vary with the dialect. Hence we have 'felafel' and 'falafel'; 'hummus', 'hommos' and 'hoummos'. In Australia words such as 'tabouleh' and 'yoghurt' float between many different spellings.

In the open discussion that followed Pam's talk, the variety of words used for the same item in different Australian states was mentioned: e.g. 'cossies' and 'bathers'. The best option for indexers is to use words that are used throughout Australia if possible.

The discussion moved to the New Zealand accent, which under the 'great vowel shift' uses the next vowel up the chain, moving from 'a/e/i' to 'e/i/u'. Hence: 'I am going to take the luft on the lift' makes perfect sense!

Differences and changes in verb forms were discussed: 'sawn off' shotguns are 'sawed off' in American English, which demonstrates their preference for the regular patterns of the language. Pam also commented how we now use 'flung' and 'have flung', but no longer 'flang', though the 'ang' makes the past tense of other verbs, e.g. 'ring'. Irregular forms of verbs may be regularised if they are not used often: thus 'beseeched' is used now rather than 'besought', and 'leapt' gives way to 'leaped'. Younger people tend to prefer the 't' ending, which perhaps represents the sound of the word for them.

Changes in the pronoun system came up, e.g. using 'my wife and me' as the subject of the verb, which seems to be the norm in private conversation. The converse, using 'you and I' as the object of the verb or preposition, is also increasingly common.

Pam concluded a most interesting talk by discussing the plural 'possessive' apostrophe, which does not appear to be taught in schools. The consensus is that there are instances where it is not needed because it's not in fact possessive, and the plural word says it all as a descriptor, as in *Girls High School*. Apparently there are two girls schools in Canberra which beg to differ on that point! Pam's advice was to refrain from the overuse of apostrophes with plurals: they are often unnecessary.

Many thanks to Pam for a very pleasant afternoon, and to Jenny for her organisation of the event! Working with a living language creates many challenges for the indexer!

Bev Mills



Tips and hints – extra time within tight deadlines

Delivery of page proofs

Are you available for an urgent index?' asks the editor. It's Thursday, and you can take it on. 'Since there are lots of illustrations we will have to post the page proofs,' they add. The postie has been when you realise that the large parcel will be delivered separately. You are always late on the parcel post round and it is 5.00 pm before you receive the proofs! Or worse, you are out when the parcel is delivered and they decide to leave a card, and you have to wait until Monday to pick it up at the Post Office. By this time you have lost potentially three days work!

How do you avoid this? Get a Post Office Box. While they cost about \$70 per year I have found it is money well spent. You know the parcel will be waiting for you to collect Friday morning and can start the index straight away. Another tip is to select a post office agency in a newsagency or chemist as they are not as busy and are often open on Saturday.

Extend the deadline

How often do you get asked by an editor to have an index ready by Friday afternoon? I ask if it would be OK to have the index to them first thing Monday morning. They are often a bit surprised by this request, as it implies you are working over the weekend! I find it usually makes no difference to them, but it gives me a couple of extra days to finalise the index without that mad Friday afternoon pressure.

Future columns

Have you got any tips and hints you can share? Perhaps you regularly index material on a particular subject and can offer tips to a novice in that area. Do you regularly index a particular type of item, for example children's books, art catalogues, music scores, pictures, maps, websites, annual reports, letters or biographies and have tips and hints to share?

Send your suggestions or submissions to the Editor at [REDACTED].

Mary Russell

The ANZSI website – exploring the members' area

Discussion area

In the August *Newsletter*, Glenda Browne suggested a 'wiki or some other group forum for documenting these opinions', to capture comments from members on such things as passing mentions and undifferentiated locators.

The discussion area of the ANZSI website was set up with this in mind. Feel free to start a discussion on an indexing-related topic, to add to a discussion or create a new topic for discussion. Any inappropriate language will be removed!

If the discussions need to be more 'public', links or content can be added to an existing web page.

Indexers Available

There have been teething issues with Indexers Available, such as spelling mistakes, fields not displaying and fields that were too short. These have been fixed. So I urge members to log in and update their record.

The 2007 survey of members showed that 67% of those with a listing in Indexers Available found it provided work. It is free and easy to set up, so why not give it a go. To update your details, tick the 'List in Indexers Available' box and fill in the lower sections of the form.

I will be looking at Indexers Available during the coming months – your suggestions for modifications will be welcome.

Directory of members

This lists ALL members with their phone number and email address. If you would prefer not to have your details displayed, just tick the 'Show name only on ANZSI website Members Directory' box.

Newsletter via email

By the way, while you are updating your record, consider receiving the Newsletter via email and tick the 'Newsletter via email' box.

Mary Russell, ANZSI Web Manager

Those horrid red dots ● ● ● ● ●

Is there a **RED DOT** beside your address? If so, you have not yet paid your ANZSI 2008–09 subscription and this is the last newsletter you will receive until we hear that you have renewed. If you wish to continue your membership, please pay your dues as soon as possible.

You can pay on the secure website via credit card by following the link in your email renewal reminder. Or you can download the membership form and post your renewal if paying by cheque or money order. You will need to go to the member's area of the website which requires a password. If you have forgotten your password please contact Membership Secretary Joanna McLachlan at <[REDACTED]>.

From the President



Discussions

It is high time for members to start using the 'Discussions' section of the ANZSI website. If you haven't found it, go into the Member Log-in where you will find the menu which will give you access. There are members who have ideas which need to be aired. It is certain that, when members meet informally or at scheduled meetings, there are subjects discussed which

could be of interest to others. Sure, the gatherings themselves are reported in the newsletters. But I am referring to the matters which arise otherwise. The 'bright idea' kind of ideas.

Council

Those matters which affect the whole Society are concerns of Council. Herein lies a problem. The Council consists of an executive – president, vice-president, secretary and treasurer – and other members including ex-officio, the five branch presidents. The members of Council are spread over at least 2000 kilometres of the east of Australia with the New Zealand president being some 3500 kilometres away. How to make it possible for this group to function effectively?

This is one of several matters for consideration. Discussion papers on this and other matters are in preparation for Council. Two have been compiled and circulated and at least three others are to come. Some of these matters will probably need considerable discussion. It may take time to work out the best outcomes.

NSW Freelancers' lunch

The next freelancers' lunch of the NSW Society of Editors will be on Friday, 31 October, at the Grand View Hotel Bistro, Wentworth Falls, in the Blue Mountains. See contact details in the Activities table – RSVP needed!

Répondez, s'il vous plaît !

Are you planning to attend a meeting for which the organisers ask you to **RSVP**? If so, please make sure that you let them know of your intentions – very often catering decisions depend on the expected numbers.

ANZSI is in a continual state of evolution. New branches and activities make new demands on the resources. This largely comes down to human resources as the Society under the guidance of good treasurers has always maintained a sound financial position. As to human resources it is of concern that, since our profession is gathered largely from those who have finished with earlier careers, we are an older group than in most professions. Thus many of us are becoming experienced just when we are ready to retire. Nearly all other professions have career paths which begin in youth with defined tertiary studies. Not so indexing.

As part of our evolution the GAMES meetings of 2004 and 2006 added considerably in the development of guidelines to cover many aspects of our operations whether we undertake incorporation or not. Whether or not to incorporate will also be a subject for discussion and resolution at a later date.

The three resolutions presented in this newsletter, in the September issue and on the website will be put to the Annual General Meeting to be held on 23 October. A proxy voting form is available on the website. Voting is a member's right – not being able to be present need not be a barrier.

John E. Simkin

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Deadline for the next issue: 31 October

Newsletter, Web Manager and Registration contacts

Editor: Peter Judge

Web Manager: Mary Russell

Website: <www.anzsi.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 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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

31 October for the November 2008 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.

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The Indexer

(international indexing journal)

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

ANZSI Corresponding Member

Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph # [redacted] or
<www.anzsi.org/site/registration.asp>

Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

All members and friends of the
Australian and New Zealand Society of Indexers
are cordially invited to the
ANZSI 2008 ANNUAL GENERAL MEETING AND DINNER
to be held conjointly with the
AGM OF THE VICTORIAN BRANCH

at the Elsternwick Club, 19 Sandham St, Elsternwick
(Melways Ref. 67, F2)

on Thursday, 23 October 2008, commencing at 6.30 pm

to enjoy dinner and drinks in the company of your
colleagues, interrupted only by two short business meetings

Cost \$35.00 per head all inclusive

On-site or street parking. Public transport via trams and buses.
RSVP by 19 October to Jenny Restarick tel/fax [redacted]

Cheque or credit card payment options

Special dietary meals can be arranged with prior notice.

Proposed amendments to the ANZSI constitution

Three proposed constitutional amendments will be voted on at the AGM on 23 October. Members wishing to vote by proxy can access the proxy voting form on the website at <www.anzsi.org/site/calendar_details.asp?id=49>.

Resolution 1 is being put by the Council; Resolutions 2 and 3 by NSW Branch.

Resolution 1

That in Section 4. Register of Indexers, the underlined words be inserted.

The Society will establish a Register of Indexers recording those who have been assessed by peer review as meeting the Society's registration criteria. The inclusion of a member's name in the Register will entitle that member to be known as a Registered Indexer of the Australian and New Zealand Society of Indexers for a minimum period of five years so long as he/she remains a financial member of the Society. Reassessment of indexing knowledge and competence will be made periodically to ensure standards are maintained.

Resolution 2

That in Section 4. Register of Indexers, the underlined words be inserted.

The Society will establish a Register of Indexers recording those who have been assessed by peer review as meeting the Society's registration criteria. The inclusion of a member's name in the Register will entitle that member to be known as a Registered Indexer of the

Australian and New Zealand Society of Indexers so long as he/she remains a financial member of the Society. To ensure standards are maintained procedures for renewal of registration will follow the guidelines as set out in Council's document on Policy and Procedures for Registration.

Resolution 3

That in Section 6. Committee, Subsection (d), the underlined words be inserted.

Casual vacancies in any of the offices will be filled by invitation of the Executive and the Presidents of the Australian and New Zealand Branches, and the persons filling such vacancies will hold office until the conclusion of the following Annual General Meeting.

**NZ indexers – don't miss
your Branch AGM!
Details in the 'activities'
table opposite.**

Queensland Branch news

An Indexer's Tale : Alice Stephens

Cataloguing books with her sister in their home 'library' was probably Alice Stephen's first foray into the world of indexing. With such an apparent interest in books during childhood, it is not surprising to learn that Alice went on to complete an Arts degree with Literature (and History) as a major which was closely followed by a Dip Ed. and then a teaching position at a high school on the outskirts of Brisbane.

Needing a change from teaching, Alice completed the graduate Library Science course at Queensland University of Technology. This led to a cataloguing position at the centralised resource service for Queensland TAFE colleges which was based at Yeronga. The following year she was appointed the Medical Librarian at the Prince Charles Hospital in Brisbane, a job which she relished because it gave her the opportunity to combine all aspects of library and information work.

In 1986, Alice moved to Sydney and after working as a locum librarian for six months commenced a job in the predominantly engineering library at the Maritime Services Board of NSW. Her first formal qualification specific to indexing was a course run by Alan Walker through the University of New South Wales. Alice completed her first index in 1996 – a textbook designed for a postgraduate course in Arts Management.

Alice has completed a sprinkling of indexes in the intervening years to enable her to be fully registered, but has

put her intention to work as a fulltime indexer on hold while she devotes time to her family.

Alice's wide experience made for great interaction with the members at the Toowong library meeting, leading to animated discussion about the problems faced by a professional indexer coping with real life situations.

Thanks to Alice Stephens for being our guest speaker for September 2008. Thanks also to the members who attended the meeting and who made Alice's 'Indexer's Tale' one to remember. And see photo on page 6!

Jacinda Wilson, Secretary Qld Branch

Queensland Branch AGM

Queensland Branch will elect their new Executive Branch members at their Annual General Meeting on Wednesday, 15 October. There will also be a short report by Moira Brown on her 'Meet & Greet' luncheon with the Queensland Branch members in Townsville, in September.

The AGM will be an informal evening as usual, held in the Toowong Library meeting room in Brisbane at 7.00 pm.

The AGM is the last meeting of the year for the Queensland Branch of ANZSI, except for the Christmas party – a BBQ in November. More details to be advised. Keep in touch. We have our own Branch now!

Moira Brown, President Qld Branch

ANZSI and Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Wed 15 Oct After 5.30 for 7.00 pm start	Queensland Branch	AGM	Toowong Library, 9 Sherwood Road, Toowong, Brisbane	Moira Brown < [redacted] >
Tues 21 Oct 6.00 for 6.30 pm	ACT Region Branch	AGM and dinner	Austrian Club, Mawson ACT	[redacted] > Details on page 7.
Thurs 23 Oct 6.30 pm	ANZSI hosted by Victorian Branch	AGM and dinner	Elsternwick Club, 9 Sandham Street, Elsternwick	RSVP by 19 October to Jenny Restarick Ph/fax [redacted] [redacted] More details on p. 2.
Thurs 23 Oct 6.30 pm	Victorian Branch	AGM and dinner	Elsternwick Club, 9 Sandham Street, Elsternwick	RSVP by 19 October to Jenny Restarick Ph/fax + [redacted] [redacted] More details on p. 2.
Thurs 30 Oct 5.30–6.30 pm	New Zealand Branch	AGM	Level 4, 60 Ghuznee St, Wellington	Jill Gallop < [redacted] > Email nominations before Thurs 16 Oct.
Fri 31 Oct	NSW Society of Editors	Freelancers' lunch	Grand View Hotel Bistro, Wentworth Falls	All freelancers working in the publishing industry are welcome. RSVP to Bruce Howarth [redacted] >
Tues 11 Nov 6.00 for 6.30 pm	Victorian Branch	Gary Presland: 'Indexed datasets'	Kew Library, Civic Drive, Kew	Jenny Restarick Ph/fax + [redacted] [redacted] Details page 4 and < www.anzsi.org/site/calendar_details.asp?id=54 >
Sat 29 Nov	NSW Branch	Informal end-of- year lunch	Glenda Browne's house, 32a Ross Crs, Blaxland	RSVP by 26 Nov to Glenda at < [redacted] > [redacted] Details on page 4.

From the literature and other thoughts



They should be ashamed!

Thanks to Alan Walker and Elisabeth Thomas for pointing out the review by Katharine Brisbane of Jim Sharman's autobiography, *Blood & Tinsel* (*Sydney Morning Herald*, August 25, 2008, <www.smh.com.au/news/book-reviews/blood-amp-tinsel/2008/08/25/1219516321043.html>).

Katharine Brisbane not only recognises the value of indexes, but also comments on the value-add provided by indexers: 'I cannot end this review without saying that, while the contents are fascinating, the book itself is an uncomfortable object ... The worst sin is the lack of an index. This book is an invaluable resource and as such has been published by The Miegunyah Press, Melbourne University Press's prestigious imprint. But how can one make use of 400 packed pages without an index? Melbourne University Press should be ashamed ... There are misspellings of names: Katharine Hepburn, Helen Montagu, Coral Browne, Socratis Otto. These might well have been picked up by an indexer.'

The Gutenberg Revolution

Also from Alan Walker, an extract from Mann, John, *The Gutenberg Revolution* (Review Books, London, 2002, pp. 258–260).

Since it was now possible to reproduce texts page for page, and number the pages, it also became possible to give readers a quick insight into the text, both on title pages ... and in indexes. The first printed index appeared in two editions of St Augustine's *De Arte Praedicandi* ... in the early 1460s. By 1500 eighty-three books had alphabetical indexes.

Do not underrate the index. The index is a key to modern life, allowing access to everything from a Filofax to a national library catalogue. An index is no mere device; it may be the epitome of a book, a distillation, exhibiting insight, judgement, even creativity (for the indexer must decide on categories and subcategories, and cross-references) ...'

... Arthur Koestler, who suspected there was more in heaven and earth etc., claimed that once a book he didn't know he wanted *fell off the shelf* at his approach. But to find specific volumes you get down to the alphabetical index in the end.

Let the indexer take centre stage for a moment as a major contributor to the growth of democracy. The statutes on which English law was based were unknown to the general public until the time of John Rastell and his son William, who in the sixteenth century published every statute since 1327. With a glance at the 'Tabula', anyone could check how many times Magna Carta had been confirmed in subsequent statutes ... English law as it then evolved would hardly have been conceivable without easy access – via page numbers and indexes – to these fundamental documents.

In terms of scholarship, one measure of what was now possible emerged in the Polyglot Bible ... And the whole mighty project was held together by its appendices and index.

A footnote on p. 259 notes: 'In Chinese, indexes – like dictionaries and catalogues – are highly complex affairs, based on the

227 fundamental strokes used in writing characters, subdivided by the number of strokes per character (up to fourteen, or more in classical Chinese). Alternatively, each character could be numbered, based on the "four-corner system" which in theory provides an order for 9999 characters. Now, with some relief, scholars have embraced the romanised version of Chinese, Pinyin.'

AIATSIS thesauruses

inCite, the news magazine of ALIA, the Australian Library and Information Association (v. 29, n. 9, September 2008), notes that the three AIATSIS thesauruses (containing headings for language groups and peoples, subjects and place names) have been approved by the Library of Congress for use in catalogue records internationally. The thesauruses are available at <www1.aiatsis.gov.au/thesaurus>.

Not 'The' again!

I am always on the lookout for evidence of trends in the filing of 'The' and 'A' in indexes and other lists. ALIA's *inCite* takes 'The' and 'A' into account when filing article titles and company names. For example, in the August 2008 issue in the Index of Articles, 'The Centre for the Book, Monash University' files after 'SLSA...' and in the Index of Advertisers, 'The Federation Press' comes after 'TPFL'. The lists are presumably generated automatically, as the Index of Articles lists 'Index of articles' with a reference to the page it is on.

Similarly, in the dropdown list of contact details at the State Library of NSW website <www.sl.nsw.gov.au/using/contact/>, 'The Library Shop' is found between 'Tenders' and 'Venue Hire'. In the alphabetic index available from the same page, 'The Library Shop' is found under 'L', and not under 'T' or 'S' (for shop). To my mind the problem starts with the naming (why not simply 'Library Shop?') and not with the filing.

On the same topic, I have discovered a mention on the 'Way With Words' radio show of my Ig Nobel for 'The', in which Grant Barrett commented 'that's more interesting to me than it probably ought to be' <www.waywordradio.org/insegrevious-paratereseomaniacs>.

Moore, Michael, *Stupid white men*, Penguin Books, 2004

Stupid white men, by Mike Moore, was to have been shipped to stores on 11 September, 2001. Instead, ReganBooks, a division of Harper Collins, held it back, asking for removal of passages considered offensive for a post-9/11 America. Moore refused, and after five months of negotiations, it was released exactly as written, and went on to sell five million copies.

According to the introduction to the Penguin edition (p. xx), the final decision came about because a librarian heard about the suppression of the book and spread the news to other librarians. Thousands of them wrote to Harper Collins, who caved in within a few weeks. Moore writes: 'The publisher was clearly pissed that the whole thing was now in the public arena and that they were being – properly – seen as censors. *Damn those librarians!* Thank God for librarians!'

(continued on next page)

(From the literature, continued)

Society of Editors (Victoria) newsletter, July 2008

The Society of Editors (Victoria) is now the largest in Australia, with over 510 members. Despite the numbers, they still appear to have difficulty filling all their executive positions. They have also started a Facebook page – perhaps something for us to think of in the future.

The Graduate Research Office at RMIT has uploaded a copy of the editors Freelance Register onto their website for their students to use when looking for an editor for theses. Go to <www.rmit.edu.au> and search for 'society of editors'. The Register is available in PDF format. It looks like the print

version, except that the index has been colour coded to highlight editors who work in disciplines within Design and Social Context, Business, and Science, Engineering and Technology. There is also a colour for entries of general interest, including research and plain English.

This issue also had a nice description of committee work by Philip Bryan, who said: 'Personally, I'm still amazed by the amount of work that goes on behind the scenes to keep the Society functioning. It's a bit like synchronised swimming, but without the nose-clips and the forced smiles.'

Glenda Browne

ANZSI Victorian Branch Can you compare your family history to Kevin Rudd's ?

Come along to a presentation of indexed datasets, covering genealogy and official records from birth to the grave. Gary Presland has worked in archaeology, archives and history in Victoria, in a number of Public Service positions. He has been Site Registrar at the Victoria Archaeological Survey, Manager of the Police Historical Unit, and Head Curator at Museum Victoria. He retired in 2000, since when he has been the Thomas Ramsay Science and Humanities Fellow at Museum Victoria, and written a PhD at the University of Melbourne.

For the past 20 years he has watched in awe and admiration as his wife, Helen Harris, embarked on one indexing project after another. In his presentation he will detail how Helen has made available to the researching public a range of sources that would otherwise be unknown and difficult to access.

For more than 30 years, Helen Harris has created indexes in various forms and of various bodies of data. Her primary intention has always been to make it easier for users to find their way through large volumes of information. The datasets

have ranged from cemetery inscriptions, through published but little known sources such as the Victoria Police Gazette, to the archival records of both the police department and the Colonial Secretary's Office. Through concentrating on these sources, Helen has become an authority on 19th century Victorian police and criminal records. Her most recent ventures have made use of the Internet, to provide indexes for a number of sets of records, for people worldwide doing local and family history.

Date: Tuesday, 11 November

Venue: Phyllis Hore Room, Kew Library, corner Cotham Road and Civic Drive, Kew, 3101

Time: 6.00 for 6.30 pm. Drinks and nibbles on arrival – presentation: 6.45–7.45 pm.

After the evening's talk we invite you to join us at Café La Q, 223 High St, Kew, for a pasta or pizza dinner. Fully licensed, BYO wine.

RSVP : by November 4th (for catering purposes)

Jenny Restarick

Ph/fax + [REDACTED]

Jenny Restarick

NSW Branch social lunch at Blaxland Saturday 29 November, 12.00 for 12.30 pm

The NSW Branch is holding an end of year informal get-together. Everyone is welcome to have lunch at Glenda Browne's house, [REDACTED] RSVP to Glenda at [REDACTED] by Wednesday 26 November.

We are asking everyone to bring a plate of food and a drink (soft or hard) – no peanuts or peanut products or brazil nuts please (traces of nuts is OK). Spouses and partners are also welcome. If the weather is fine we can go for a scenic walk in the afternoon.

Blaxland is in the Lower Blue Mountains and on the Blue Mountains train line from Sydney – just over an hour from

Central Railway Station. Glenda's house is a 10–15 minute walk from the station; however we are happy to pick people up from the station whenever they arrive. There is a train from Central at 10.16 am which arrives at Blaxland at 11.28 am. (NB: just check if there will be any track work on the day <www.cityrail.info/index.jsp>). If you are coming by car, the journey should take about an hour via the M2/M7 (from the North Shore) or M4 from the city.

This will be a great opportunity to network and generally catch up with each other and what has been happening in our indexing world. We hope to see you there.

NSW Branch

NSW Branch President's Report 2007–08

This year the ANZSI NSW Branch Committee consisted of Glenda Browne, Mary Coe, Lorraine Doyle, Sue Flaxman and Caroline Jones. The geographical distances between each member – in Sydney proper as well as south and west of the city – has meant that, again, most of our meetings have been conducted by teleconference. A huge thank you to Lorraine Doyle and Thomson Reuters for kindly allowing the Committee to use their teleconferencing system. We have also experimented using Skype for one meeting and will keep trialling this as another meeting option. One of the NSW Committee's ongoing concerns this year has been to keep in touch with ANZSI Council and, in particular, with other branches including the new Queensland Branch. The agreement by all branches to circulate meeting minutes to each other for information should assist with this.

Earlier this year the NSW Committee held a joint meeting with the Conference Committee to start the planning process for the ANZSI Conference to be held in Sydney in October 2009.

The NSW Committee held another two-day basic book indexing training course over two days on Saturday 17 May and Saturday 24 May 2008 at Thomson Reuters conducted by Glenda Browne. The course was well attended and profitable. Again, the Committee is grateful to Lorraine Doyle and to Thomson Reuters for access to their facilities.

The ACT and NSW Branches hosted a joint Evaluating Indexes Forum on Saturday 21 June at Craigieburn Resort, Bowral, NSW. The discussion leader was Michael Harrington, Chairperson of the Registration Committee with Alan Walker, Chairperson of the Awards Committee. The forum was designed to answer why some indexes are easy to use and

others may take some effort; why some are rather sparse and others extraordinarily detailed. What does 'good' or 'bad' mean? What qualities do judges look for in award winning indexes? Participants used the Yellow Pages' Fast-Find Index as the basis of this discussion. The event was a great success, in particular because several 'newbies' had registered as well. In all, 26 indexers participated in the forum and 30 people attended the dinner. The NSW Committee was very grateful to Sue Flaxman for her excellent efforts in organizing the event.

Further training in 2008 will include a Legal Indexing Workshop followed by a Panel Discussion on 27 September at the NSW Writers' Centre.

Following on from the informal gathering in Blackheath, in the Blue Mountains, in March 2007, members from the NSW Branch met for a social lunch at Tricia Waters' home in East Lindfield on 1 March 2008. They were joined by Irma Birchall, Director of Calyx, a firm specialising in work with Koha, an open source library management system. The NSW Committee hopes to continue this type of informal gathering and exchange of ideas and experiences about twice a year – the next will be located in the Blue Mountains again in November.

On a personal note, I was invited to speak at the Australian Law Librarians' Association lunch on 24 July 2008. I spoke about the daily life of an indexer, about the different types of legal publications and the deadline trials and tribulations involved in dealing with editors and publishers. As many of the librarians work in law firms I think they were really interested in the publishing process behind the legal tomes they handle.

My sincere thanks to the NSW Committee for all their commitment and work for the NSW Branch this year.

Madeleine Davis

At the Queensland Branch general meeting in September



From left, Moira Brown (Branch President), guest speaker and Branch member Alice Stephens, Jacinda Wilson (Branch Secretary).

Tips and hints – stuck for a term when indexing a book? Use a thesaurus!

Stuck on the correct term to use or looking for an alternative term? Have you considered using a thesaurus? While you may regularly reach for your Roget's thesaurus (or similar), I am actually referring to subject-based thesauri.

Developed by experts in the subject area, often indexers, thesauri are a useful guide to the preferred terms used in a particular subject area. While they are typically used when database or journal indexing, often developed for that specific purpose, they are useful to consult when book indexing, particularly to clarify the hierarchy of terms, or for alternative terms or spelling.

They can help you with politically correct terms, for example the term 'disabilities' is preferred to the term 'handicaps', or in thesaurus jargon 'Handicaps USE Disabilities' or 'Disabilities UF Handicaps'.

They can clarify the use of abbreviations. For example AIDS may be preferred to using 'acquired immunodeficiency syndrome', while SIDS may be typically spelt out as 'sudden infant death syndrome'.

An Australian thesaurus can help you with the preferred Australian terms and spelling. For example it is haemophilia in Australia, but hemophilia in the US. Sometimes, however, there are Australian professional preferences, for example 'fetal' is usually used by obstetricians in preference to 'foetal'.

Common abbreviations used include:

SN – Scope Notes are provided to clarify the definition of the term

USE – Use points you to the preferred term to use

UF – Used For indicates non-preferred terms or synonyms

RT – Related Term

NT – Narrower Term

BT – Broader Term

Australian and New Zealand thesauri cover a wide range of topics. Here is a selection with links available on the ANZSI website at <www.anzsi.org/site/res-thesaurus.asp>:

APAIS (Australian Public Affairs Information Service) Thesaurus

Australian Occupational Health and Safety Thesaurus

Australian Pictorial Thesaurus

Australian Thesaurus of Education Descriptors (ATED)

Australian Transport Index Thesaurus

Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS) subject, language and place thesauri

Family Thesaurus

Health and Ageing Thesaurus

Index New Zealand Thesaurus

TAGS – Thesaurus of Australian Government Subjects

Victorian Local History Thesaurus

For further information consult our website. as above.

Mary Russell

ANZSI ACT Region Branch

invites you

to join us for the AGM

on Tuesday, 21 October 2008,

at 6.00 for 6.30 pm in

the Austrian Club *Bauernstube*,

Heard Street, Mawson ACT 2607

followed by dinner with colleagues

(7.00 pm approx) and

a presentation by our guest speaker

Ian Warden

the well known Canberra-based writer, book reviewer
and social commentator

Dinner is a choice of two main courses, dessert
and tea/coffee for \$35 per person (bar available).

Bring along friends and partners – all welcome!



RSVP by Friday 17 October to:

ANZSI ACT, PO Box 2069, Canberra ACT 2601

I/we will be attending the AGM and dinner on
Tuesday 21 October 2008

I enclose a cheque/money order for \$35 per
person made out to Australian and New
Zealand Society of Indexers – ACT Region
Branch

I/we have the following dietary requirements:

Name _____

Contact phone no _____

Email address _____

From the President



Since this is the last newsletter for 2008 I take the opportunity to wish all ANZSI members the compliments of the season and success in 2009. What follows is from the annual report presented at the annual general meeting on 23 October. It records an undramatic year and some matters in progress.

ANZSI, as every healthy association, is in a continual state of evolution. Beginning as AusSI in 1976 with 55 members it has grown to the present 200. Although this grew to over 230 in 1997 and 2004, with subsequent culling of unfinancial members it has held around the 200 mark since 1990. However the functions and activities of the society have expanded and what was originally a largely Victorian body now covers two countries.

This year has seen two expansions in coverage. The Queensland Branch was established and ANZSI achieved a branch or contact person or group in every state and territory of Australia and in New Zealand. Two areas could still benefit from local contacts – North Queensland, based in Townsville, and the South Island of New Zealand, possibly based in Christchurch.

Branches

The branches continue to carry out the main activities of the society by organising courses, seminars and conferences and the regular meetings. Each branch issues its own report while the Council takes responsibility for matters in common. Some of this is done by delegation, e.g. to the Registration Committee, the Awards Committee, the Newsletter Editor, the Web

Manager. These and other functions are spread throughout the membership: registration to the ACT, awards to New South Wales, newsletter in the ACT, and the website in Victoria. Organisation of the 2009 conference is with the New South Wales Branch.

Council

A continuing concern for Council is to find ways to operate effectively in view of its membership being spread over two countries with members up to and over 5000 kilometres apart. This is the subject of a discussion paper to be circulated in the near future.

There are several other ongoing matters which are the subjects of discussion papers and considerations. They include the question of whether to incorporate and under what conditions, the future form of the society's archives, the registration of database indexers, the proposal to create an award for an outstanding annual report index, the appointment of a new mentoring coordinator.

There are many members who have contributed to the work of ANZSI during 2008. In particular the branch committees should be recognised for their work, especially those branches with particular difficulties – New Zealand and Queensland with scattered membership and few experienced members. Indeed even in the whole society there is a limited number of experienced members to fill the considerable number of positions which need them. Fortunately there are those who are willing to learn.

John E. Simkin, ANZSI President

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Deadline for the next issue: 30 January

Receive your ANZSI Newsletter early – in four easy steps.

1. Login to the Members section. (Top right menu on the website – contact the membership secretary if you have forgotten your password.)
2. Select Update your details.
3. Under ANZSI inclusions, tick 'Receive Newsletter via Email'.
4. Scroll down and save details.

This is checked at the beginning of each month. The pdf version of the Newsletter is sent to you via email as it goes to the printer, so you'll have it days earlier than by post.

Newsletter, Web Manager and Registration contacts

Editor: Peter Judge

Web Manager: Mary Russell

Website: <www.anzsi.org>

ISSN 1832-3855

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, .doc files or .rtf, but NOT .html or .pdf. And please, no images or footnotes in Word files.

Next deadline

30 January for the February 2009 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\$70 per year from 1 Jul 2008.
Institutional membership \$95.
Subscriptions to the Newsletter A\$55 p.a.

The Indexer

(international indexing journal)

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

ANZSI Corresponding Member

Glenda Browne <world@theindexer.org>

To subscribe at the special rate for indexing society members, go to <www.theindexer.org> and click on the subscriptions link.

Registration

Shirley Campbell

Ph # [redacted] or
<www.anzsi.org/site/registration.asp>

Indexers Available

<www.anzsi.org/site/Indexers_available.asp>

ANZSI Annual General Meeting 2008

The ANZSI Annual General Meeting was held on 23 October. There were 25 members attending the joint Council/Vic Branch AGMs over dinner at the Elsternwick Club in Victoria, and 20 apologies were received.

Minutes of 2007 AGM

The minutes of last year's AGM were accepted. A matter arising from the Minutes was the 2008 Indexers' Tour of Europe which had been cancelled due to insufficient numbers.

President's report

John Simkin presented the President's report.

Treasurer's report

Margaret Findlay presented the audited Treasurer's report.

Council for 2008-09

The new Council members were elected unopposed.

President: John Simkin
Vice President: Mary Russell
Secretary: Alan Eddy
Treasurer: Margaret Findlay
Members: Anne Dowsley,
Michael Ramsden.

Amendments to the Constitution

The meeting voted on two of the proposed amendments to the Constitution detailed in the September Newsletter. Resolution 3 was withdrawn.

Details of the votes are:

Resolution 1: That in Section 4, Register of Indexers, the highlighted words be inserted.

Votes for: 10. Votes against: 28.
Abstained: 1. Resolution defeated.

Resolution 2: That in Section 4, Register of Indexers, the highlighted words be inserted.

Votes for: 21. Votes against: 17.
Abstained: 1. Resolution carried.

ANZSI Medal 2008

Alan Eddy reported that no announcements of winners can be made yet.

ANZSI 2009 Conference

Madeleine Davis, head of the Conference Committee, reported on progress in organising the Conference. A 'Call for Papers' has been put on the Website and is included in this newsletter.

Anne Dowsley, outgoing ANZSI Secretary

ANZSI Conference, Sydney: 15-17 October 2009

The practice of indexing

Call for papers

The theme of the 2009 ANZSI conference is the practice of indexing. Papers are invited on broad topical areas such as: the theory, history or future of indexing; publishing innovations; information industry trends; professional issues; and the economics of indexing, as well as on practical matters. The Conference Committee will particularly welcome practical, 'how to' presentations on any indexing topic, both familiar and innovative, such as basic indexing skills, methods and techniques for beginners, and technological developments and specialised types of indexing, to assist experienced practising indexers.

Further details are available on the ANZSI website:

<www.anzsi.org/site/2009_conference.asp>

Expressions of interest in presenting a paper, or participating in panel or round table discussions are due by 28 February 2009.

Sherrey Quinn, on behalf of the Program Committee

Australian and New Zealand Society of Indexers

Post Office Box 5062, Glenferrie South, 3122
ABN 38 610 719 006

FINANCIAL REPORT for 1 July 2007 to 30 June 2008

INCOME

Jul 2006 – Jun 2007	ITEM	Jul 2007 – Jun 2008
7,880.00	Membership	17,318.27
2,110.00	<i>The Indexer</i> subscriptions	
40.00	ANZSI Newsletter subscriptions / advertising	1,125.00
120.00	Registration fees	80.00
	Mentoring scheme fees	3,250.00
560.31	Bank and investment interests	667.50
8,332.48	Web Redevelopment Project state/region contributions	493.00
541.67	Conference Profit - from Victorian Branch	500.00
	Training / workshops	5,685.00
	Publications	68.45
\$ 19,584.46	TOTAL	\$ 29,187.22

EXPENDITURE

Jul 2006- Jun 2007	ITEM		Jul 2007 – Jun 2008
\$		\$	\$
5,648.95	ANZSI Newsletter		6,400.76
		<i>Postage</i>	1,729.52
		<i>Preparation</i>	2,085.00
		<i>Printing</i>	2,586.24
2,847.43	<i>The Indexer</i> subscriptions		
1,655.00	Per Capita grants to Branches		1,705.00
888.65	Awards Medal – calligraphy, preparation		636.45
3,989.32	Web Redevelopment Project / Hosting		8,121.02
300.00	Honoraria (2005/2006)		
652.37	Administration/sundries		638.63
498.67	Bank fees/ credit card facilities		503.58
1,709.56	Games Meeting/ AGM		
	Members Survey		537.94
	Publications		160.16
	Training / Workshops		6,859.02
	Mentoring Scheme		1,575.00
	Registration Program		27.25
	Public Liability Insurance / Incorporation preparation		4,520.00
1,785.00	Conference Sponsorships		

ASSETS

30 June 2007	ASSET	30 Jun 2008
\$		\$
6,320.90	Westpac Cheque account	6,453.45
5,000.00	BT Financial	2,369.86
5,000.00	St George Bank	5,000.00
\$ 16,320.90	Total	\$ 13,823.31

Margaret Findlay, ANZSI Treasurer 2007–08

Victorian Branch AGM, 23 October 2008

President's report

Our Branch is a very active one and this year has been no exception. We now have 74 members, including two from the NT and three each from SA and Tasmania. The year's program included the following activities.

Training

There were four training events during the year. Two of these were the introductory and intermediate indexing courses, run by Max McMaster and Karen Gillen. Glenda Browne came from NSW to run a course on web indexing, while for something different, Karen Gillen took a follow up/refresher workshop.

Events and activities

We have enjoyed a wide variety of activities, organised largely by Jenny Restarick, our events manager, and Alan Eddy.

In November we spent a weekend in Colac where we met the members of the Colac Historical Society and presented the completed index of *The Historic Homes of Colac and District*, the subject of our DIY indexing project Mark II, written by Keith Chambers. We had a wonderful time touring around with Keith, meeting farmers, sharing morning teas, picnics and dinners, and the Hitchings' unforgettable natural icecream.

In March we explored the Victorian Jazz Archives in Wantirna with Ray Sutton, General Manager, as our guide. Graham Coyle entertained us on the piano as we enjoyed our afternoon tea, hosted by volunteer members.

An interesting development has been our foray into the bush for committee meetings followed by a 'meet the committee' lunch. The Courthouse Café in Warragul and the Yarragon pub have been very enjoyable sites so far. Country meetings suit country members (petrol costs and road running) and city members (the fun of a V/line train ride and a day in the country)

In June we held a cookbook indexing workshop in the Kew Anglican Church hall. The evening began with sherry and 1960s canapés, followed by a browse through a pile of cookbooks, a discussion on the ways we organise our cookbooks and recipes, then a series of exercises led by Max McMaster.

In August we invited Pam Peters to Melbourne to speak on the changes taking place in British and American English 'style'. Held at the Amora Hotel in Richmond, a familiar site to conference goers, the seminar proved to be most interesting and entertaining.

Indexers tour to Europe

A three-week tour of the Netherlands, Belgium, Ireland and England, timed to precede the Indexers conference in Winchester in June, unfortunately did not attract sufficient numbers to take off. It is hoped that it may succeed in the future.

Victorian Branch committee

NSW Branch legal indexing workshop and panel discussion

On a beautiful September day in the green surrounds of Callan Park, a group of indexers gathered at the NSW Writers' Centre to learn about legal indexing. In the afternoon, a panel of legal editors, a law librarian and a legal taxonomy specialist gave their perspectives on indexes and took questions from the floor.

The workshop provided an introduction to the special requirements of subject-indexing legal materials, including books, periodicals, looseleaf services and databases. It also covered indexes specific to the legal world, such as the compilation of Tables of Cases, Tables of Statutes and Words and Phrases indexes.

Alan Walker, an experienced indexer of legal materials, covered the unique issues that arise when indexing law. Though index styles have changed over the years, legal indexes and tables are still traditional in comparison with general materials. The room was a mix of experienced indexers, law librarians, lawyers interested in legal indexing, and professional legal indexers. This made for some interesting points of view when comparing our work on the exercises.

Alan's experience and knowledge was a great comfort to the inexperienced. Primary materials, such as cases and legislation, are often present in works of legal commentary, presenting unique challenges for the legal indexer. Where a general subject index might err on the side of caution with passing references,

legal indexes need to identify every mention of primary materials. It just may point to the kernel of gold that will win your case! Alan also addressed the issue of filing order, which takes on a whole new level of complexity in a Table of Cases. How would one file cases beginning with numbers, or phrases such as 'ex parte', 'in the matter of', or simply 'R' (which represents The Crown)? While the standard rule of consistency applies, there are specific legal conventions of which an indexer needs to be aware.

After a pleasant lunch on the wide colonial verandah, Alan Walker chaired a panel of Natasha Naude (Legal Editor, Thomson Reuters), Rowena Oldfield (Managing Editor, Encyclopaedic Works, Lexis Nexis Australia), Melanie Elron (Library Services Manager, Blake Dawson, Sydney), and David Low (ex-legal editor in charge of legal taxonomy at Thomson Reuters - now with Synercon Management Consulting).

The panel had a lively discussion and took questions from the floor. It was useful to hear the editors explain how their publishing process works and where indexing fits in. The editors from both Lexis and Thomson talked of indexing as something that is essential, but unfortunately comes last in both time and budget to meet tight publishing deadlines and marketing schedules.

(continued on page 9)

Queensland Branch regional meeting in Townsville

Townsville, in far North Queensland was the setting for the Queensland Branch regional meeting on 20 September. It was a glorious spring day for a 'Meet and Greet' luncheon.

Moira Brown, Branch President, aims to meet all the Branch members. She flew to Townsville to meet the four members who live there and, hopefully, to make the local community aware of ANZSI's existence.

Jean Dartnall provided her home as the venue for this function and entertained seven for lunch. The North Queensland members included Jean Dartnall and May Abernethy (both zoologists) and Ken Hogan (an archaeologist working with the mining industry). The fourth Queensland member, Suzie Davies, was speaking at a conference in Fiji. She sent her apologies, as did Audrey Shamier.

The members were joined by Ann Robinson, who attended indexing courses with Max McMaster in Melbourne a few years ago; Ann does database indexing. We also met two librarians, Jackie Wolstenholme and Nina Schonfeldt.

The gathering became animated over several issues raised by Jean Dartnall. The first was the cancellation of the mentoring scheme. Two members present had been about to join the scheme, having completed indexing courses with Max McMaster some months before, and being keen to consolidate what they had learnt with help from their more experienced peers. Moira explained that John Simkin, ANZSI President, had announced that the scheme was being examined and an effort made to re-start it. Members hoped to hear that it will be commencing again very soon.

A second issue concerned who could provide indexing training for ANZSI members. Jean felt that the Society is not offering a sufficient range of training itself, but should be in a position to influence who offers training.

Jean is an indexing trainer for CAVAL (Cooperative Action by Victorian Academic Libraries) and has done a number of introductory indexing and bibliographical database courses for

them with the Singapore National Library Board. She would like to offer training in Queensland under ANZSI auspices, but is uncertain how this might be done. She suggested that the Society should have some form of 'accreditation for trainers' as quality assurance, and would be happy to be an ANZSI trainer in Queensland. Moira said that this training would be on the usual Branch training lines, with any proceeds going to the Branch to benefit all members. This proposed training initiative by a local Townsville person was warmly welcomed by those present.

The third issue discussed was the relative non-existence of indexers and ANZSI in relation to the publishing industry and the community at large, and the vital need for a marketing campaign. The meeting was unanimous that this was needed, but how? Should ANZSI use a marketing strategy or company, print media and/or the internet to raise awareness? Could this become a national campaign with consistent weekly

advertising in a variety of forms. Surely this would get through to the authors, publishers, editors and the public at large that indexers do matter! The meeting asked Moira to further these ideas with the ANZSI Council.

Queensland Branch has two experienced and two less-experienced members in Townsville, who are all keen to get indexing jobs and make a living from indexing. Moira pointed out that good training and continual practice build confidence in oneself and form a good indexer. Any assistance and direction from experienced indexers in any Branch of the Society would be most appreciated by new members starting out. Queensland Branch has many new-to-the-industry members; it intends to persevere, to build a solid wing of ANZSI in Queensland.

Our sincere thanks to Jean Dartnall for her generosity in providing her home and the lunch. Thanks also to the Townsville members and industry associates who attended the luncheon, for their warm welcome.

Moira Brown, President, Queensland Branch



At the lunch in Townsville. Back row: Ken Hogan, Jean Dartnall, Moira Brown; front row: May Abernethy, Nina Schonfeldt, Jackie Wolstenholme.

Branch activities

<i>Date & time</i>	<i>Organiser</i>	<i>Name of activity</i>	<i>Venue</i>	<i>Contact details</i>
Tues 11 Nov 6.00 for 6.30 pm	Victorian Branch	Gary Presland: 'Indexed datasets'	Kew Library, Civic Drive, Kew	Jenny Restarick Ph/fax + [REDACTED] [REDACTED] Details on < www.anzsi.org/site/calendar_details.asp?id=54 >
Sat 29 Nov	NSW Branch	Informal end-of-year lunch	Glenda Browne's house, 32a Ross Crs, Blaxland	RSVP by 26 Nov to Glenda [REDACTED] [REDACTED]. Details on < www.anzsi.org/site/calendar_details.asp?id=59 >
Tues 9 Dec	Vic Branch	Festive season get-together	208 Kooyong Road, North Caulfield	Jenny Restarick Ph/fax [REDACTED] [REDACTED] < www.anzsi.org/site/calendar_details.asp?id=60 >

From the literature and other thoughts



More anti-censorship librarians

I wrote last month about Mike Moore's gratitude to librarians for fighting censorship. It seems that librarians are fighting the battle all over the place. *The Good Weekend* (11 October 2008) noted that Sarah Palin asked the city librarian, Mary

Ellen Emmons, if she would be 'all right' with censoring library books (including, apparently, *Pastor, I Am Gay*), should she be asked to do so. Emmons said she would definitely not be 'all right' with it. A few months later, Palin fired Emmons – 'although the censorship issue was not mentioned as a reason for the firing' (p.26). The story later notes that Emmons was reinstated due to public protest (p.28).

A Way With Words radio show

A long while ago there was a discussion among indexers in which the index to the *Chicago Manual of Style* was criticised because the user couldn't find a pointer to the discussion on whether she should capitalise, say 'western' in 'western Sydney'. Where would **you** index a discussion of that question?

I felt sorry for the indexer, because this is one of those concepts that could be sought in so many places, including the entries place names, geographic names, directions, adjectives, capitalisation, cardinal points, points on a compass, compass points, and so on. Other people have also wondered about the naming of compass points. For a podcast on the topic, go to <www.waywordradio.org/podcast-points-on-a-compass-the-saga-continues>.

Wired collection

Enjoy the pictures and envy the possessions in 'Browse the Artifacts of Geek History in Jay Walker's Library' by Steven Levy in *Wired Magazine*: 16.10. Walker's personal collection – in specially built rooms inspired by Escher's work – includes a Sputnik, books bound in rubies, and a chandelier from a James Bond flick <www.wired.com/techbiz/people/magazine/16-10/ff_walker?currentPage=all>.

Online Currents again

Fans of *Online Currents* will be interested to hear that ANZSI member Madeleine Davis and her colleague, editor Anne Parbury, have taken over as editors of *Online Currents*, following on from Francis Johns, who took over from ANZSI member Pamela Johnstone, and Elizabeth Drynan. You can find old issues of *Online Currents* on Pandora, the National Library of Australia's journal archiving site <pandora.nla.gov.au/pan/11941/20060111-0000/www.onlinecurrents.com.au/static/index.html>, and current publication details at <www.thomsonreuters.com.au/catalogue/shopexd.asp?id=7623>.

Servuction and funistrada – what are they?

When checking an index I asked the indexer what 'servuction' was, and they replied 'I've no idea'. I looked it up, and it is a word (albeit a very ugly one), meaning all parts of a service experience – environment, service providers, and other consumers. Most of us have probably indexed words we do not know, or

are not entirely familiar with, assuming that we have understood enough from the context to select terms appropriately. Not checking, however, can be risky, as you never know what words have been wrongly used.

Bill Bryson reports that the U.S. Army made up a food called *funistrada* as a test word in a survey of soldiers' dietary preferences. Although non-existent, it ranked higher than lima beans and eggplant ('which seems about right to me, at least as far as the lima beans go' commented Bryson in *Mother Tongue: The English Language* Penguin Books London 1990, pp 70-71.

Sidelights, Spring 2008

Thanks to editor Janet Reed (not to be confused with deputy editor, Jane Read!) I now have a pile of *Sidelights* to catch up on. Some excerpts from the Spring 2008 issue are included below, and others will be covered in the next issue.

Janet Reed, in her editorial, shared her experiences using a **refillable highlighter pen** <www.thewritingdesk.co.uk>. She soon reverted to her normal disposables, largely because of the time taken to refill (not ideal when busy), the too-narrow nib (although others are available) and the squeaky pen.

Executive Board Report: 'The Executive Board continues to cut down on travel expenses by replacing one meeting each year with a conference call. The use of Skype will be investigated for the next conference call meeting which could reduce costs even further.'

Consultative Council Report: 'Work is progressing on the content management system. This means that everyone will have their own password/profile and will be able to modify pages of the website that they are responsible for.'

A survey on **rates of pay** will appear on the website ... Marketing wish to get publishers to update their guides to indexing (aimed at authors). Please send examples of publishers' indexing guides to Ann Kingdom.

Working for middlemen: Middlemen include packagers, typesetters and overseas outsourcers. It was agreed that the main problem is their lack of knowledge about indexing. Marketing will look into a version of 'Last but not Least' for middlemen, possibly in the form of an A4 sheet for indexers to send out.

Information Exchange: A means for members to exchange information in confidence, without having publicly to reveal their names. In the last 12 months, information on at least 25 publishers or other clients has been exchanged. Issues covered included indexers being asked to take indexing tests; indexes being rejected; publishers not keeping to their own schedules; and unacceptable clauses in contracts.

Linked In (www.linkedin.com): John Welford discussed Linked In, a professional networking site, noting that he had 'plenty of interesting contacts but no actual work as yet'. He notes: 'One question I asked was "Fill in the blanks: A book without an index is like a ___without a ___". The most interesting answers I had were "a bird without webbed feet" ("some need them, most don't." Hm!); "a grocery store without aisles"; "a puzzle without a clue"; and the most intriguing of all, "a woman without a lipstick".'

Glenda Browne

Lynn Farkas – an appreciation

Little did we know when Lynn Farkas became a member of AusSI ACT Region Branch in 1994 how much she would contribute to the Society over the next fourteen years. In February 1996 Lynn joined the Branch committee. Her first contribution to the Society was as convener of the most successful and enjoyable conference 'Indexing in the Electronic Age', a joint conference of the ACT and NSW Branches. Eighty indexers, editors, publishers, librarians and others from all the eastern states of Australia as well as from New Zealand participated. What was to become a hallmark of Lynn's contribution to the Society was evident at this conference: her ability to identify a contemporary issue of interest to indexers, to run with it and to provide superb leadership in doing so.

In March 1998 Lynn was elected President of the ACT Region Branch. During her period as Branch President, from 1998 to 2002, she regularly attended meetings of the National Committee in Sydney and so began a long period of active involvement at the national level.

In 2001 Lynn was co-convener of the national conference 'Partnerships in Knowledge' held in Canberra, and again a joint venture, this time with the Canberra Society of Editors. This conference served to raise the profile of indexers, particularly where editors were concerned.

In early 2002 Lynn was elected National President of AusSI and together with Penny Whitten as Treasurer and Shirley Campbell as Secretary the executive operated from Canberra. During her tenure as National President Lynn always attended the ACT Branch committee meetings and so was fully conversant with local issues. It would be impossible to cover in this tribute all Lynn's achievements as National President so some highlights of her tenure will provide a snapshot.

In March 2003 an Outlook Workshop was held in Canberra attended by all members of the National Committee, including corresponding members. The idea of the workshop was to identify issues for action, to decide how they would be addressed and to set a timeline for carrying them out. So an action plan was developed. Lynn became responsible for initiating and managing the redesign of the Society's website. Her business background was immensely valuable in drawing up the tender documents and evaluating the responses received. She also worked on the Education Subcommittee which looked at training and allied issues.

In September 2004 the NZ Branch was formalised. Lynn had oversight of the subcommittee which drafted the consequent changes to the Society's constitution. A major change was the name of the Society, which became the Australian and New Zealand Society of Indexers, ANZSI. The financial year for the Society also changed, from the calendar year to the customary financial year July to June. The new constitution was accepted in November 2004.

Following the 2005 conference in Melbourne Lynn chaired a post-conference meeting of the full ANZSI committee. The executive and all elected committee members were from the ACT and met monthly but the ex-officio members were from outside Canberra and so were usually unable to attend. This

opportunity for the officers to meet regularly face-to-face was invaluable. High on the agenda was the updating of the action plan. The inclusion of a new Branch in a different country highlighted how much of our operating procedure was based on history, tradition and undocumented decisions. It was agreed that we needed to better document our operations, both to standardise processes and to ensure consistent and transparent management of the Society. It was therefore agreed that the committee adopt as a matter of priority in its Action Plan for 2005-06 the development of administrative guidelines to accompany the new constitution and the upgrading or development of role statements for key society and committee positions.



This became the focus of Lynn's commitment to the Society until she handed over the position of President at the end of 2006, a focus which involved hours and hours of work. This was no small commitment for someone who operates her own business. The revised and newly developed documents were discussed at the GAMES meeting attended by the full national committee in Canberra in May 2006. Many documents were accepted as presented with others requiring final revisions. Two areas where significant changes were made were Registration and Mentoring. The

final documents were endorsed by the National Committee prior to the annual general meeting in 2006.

A very important issue at this time and which was also discussed at the GAMES meeting was changing the name of the governing body from 'National Committee' to 'Council' to remove confusion with Branch committees. This change required a change to the constitution. This occurred at the AGM in October 2006 where for the first time members unable to attend the AGM were able to register proxy votes.

In her capacity of National President, Lynn attended international meetings at indexing conferences both in Australia and overseas. In 2006 she attended conferences in Toronto in Canada and Durham in England and although the Society contributes to the cost of such attendance there is still considerable additional financial and personal expense.

Lynn's tenure as National President ended in October 2006 at which stage she rejoined the ACT Region Branch committee. In 2007 she took on the role of Mentoring Coordinator for the Society.

Lynn has made a significant and selfless contribution to the success and good governance of ANZSI over many years. Her great skill in being able to get the gist of issues, to summarise and express ideas succinctly either verbally or written, was a gift much appreciated by committee members. Her ability to think on her feet made her an excellent leader at conferences, which she saw as a great opportunity for participation by all members of the Society and she particularly ensured that the NZ Branch was represented. We wish to acknowledge Lynn's contribution and we regret the circumstances that have led to her decision not to renew her membership of the Society. We wish her well in the future.

ACT Region Branch Committee

ACT Region Branch: President's Report 2007-08



ACT Region Branch has had a busy 2007-08, beginning in November with a visit to the Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS). Here a group of members was given a very interesting demonstration of the working of the three thesauri created and developed by the AIATSIS Library.

Our annual Christmas barbeque brunch was held down by the lake at Lennox Gardens on 2 December. It was only a small gathering but, as usual, we had a very good time. I hope more members will be able to come and join us this year.

On 4 March we held another 'Show and Tell' meeting, which as always demonstrated the wide variety of work indexers do. Each person at the meeting talked about a recent project and answered questions on their work – a very illuminating session.

We held a Saturday workshop on indexing annual reports, conducted by Michael Harrington on 10 May. Those who attended reported that it was a very worthwhile event, with many practical lessons on indexing government reports. Our thanks go to Michael for sharing his expertise again.

As we had decided not to join the New South Wales Branch in putting on the 2009 conference, we thought it would be good to do something else together. So we held a joint 'Evaluating Indexes' forum on 21 June at Craigieburn Resort in Bowral. Some stayed overnight, extending the discussion and socialising with the NSW Branch members. It was a very instructive workshop, led by Michael Harrington as Chair of the Registration Panel; Alan Walker from the NSW Branch and the Medal Committee also made a significant contribution. Thanks again to Michael Harrington.

On 29 July a group of us went to Parliament House to find out about the indexing of Hansard. You may remember that the previous Federal Government had wanted to stop indexing Hansard to save money, but sense finally prevailed. We were first shown over the Parliamentary Library and then heard a presentation on how Hansard is indexed. It was a very informative evening.

In September we proposed a Thesaurus Development Workshop, to be run by Lynn Farkas. Unfortunately there weren't enough participants to make the event viable, so it had to be cancelled. We are hoping to put it on again next year, as Lynn's workshops have been much appreciated in the past.

In regard to activities of the Society outside the Branch, we began the year with an email to the Council asking why the two amendments to the Constitution which we had put to the AGM had both been defeated. We received nothing more than an acknowledgement. After some time, I wrote an open letter to Newsletter Editor asking for a response to my earlier email. This letter had the added advantage that it let the membership at large know why registered members had not received the registration certificates they had been promised. The council should have done this, but there was only silence from them.

The Committee felt they needed some outside advice or even just someone to listen to our concerns. So we invited NSW Branch President Madeleine Davis to attend our

Committee meeting on 8 April, which she did. We had a very useful discussion with Madeleine, which continued over a very pleasant meal after the meeting. We agreed to wait and see how the Council proceeded.

Earlier, in January, the Committee informed the Council and the NSW Branch that we couldn't go ahead with organising the 2009 Conference. There just weren't enough members willing to participate. The NSW Branch decided to take it on themselves. Two of our Committee members, Sherrey and Eleanor, have joined the planning committee, so that we still have some input.

The other item of importance to the Society is the question of incorporation. Earlier in the year, after discussions on the Committee, we put a series of questions about incorporation to the Council. We also urged the Council to provide the membership as a whole with information, possibly through briefing visits, before any decision was taken. We got an acknowledgement but no substantive response.

A couple of months ago the Committee received an information document setting out the pros and cons of incorporation. Unfortunately, the document treated the subject very broadly and did not provide information specific to the circumstances of the Society. We send back a further series of questions (and a copy of our earlier questions, which were not addressed in the information document). We hope to have more specific information soon. This afternoon I received draft minutes of the Council meeting of 7 October, stating: 'Answers to many of the questions are included in material already circulated', which is not the case, otherwise we wouldn't have asked them.

Finally, I'd like to thank all the members of the Branch Committee – Eleanor, Sandra, Geraldine, Sherrey, Shirley and particularly Edyth, who not only welcomes us into her home for Committee meetings but also reports on our activities to the Newsletter. And especially thanks to Lynn, who won't be on the Committee for the coming year – for the first time in 14 years. Her contribution to the Branch will be greatly missed. As will her contribution to the Society as a whole. Thank you, Lynn.

Barry Howarth

New Zealand Branch



NZ Branch members (from left): Nancy Fithian, Jill Gallop, Robin Briggs, Jill Mellanby, Tordis Flath.

ACT Region Branch Annual General Meeting

The ACT Region Branch held its AGM on 21 October at the Austrian Club at Mawson. The 2007-08 committee was returned, except for Lynn Farkas who did not seek re-election. An appreciation of Lynn's extensive contribution to ANZSI over a period of 14 years is given on page 7. After the AGM we enjoyed a delicious dinner with distinctive Austrian touches such as schnitzel and apple strudel.

Ian Warden, one of Canberra's most popular journalists, and who has lived in Canberra for more than 30 years, was our guest speaker. For most of these 30 years Ian worked for the local newspaper, *The Canberra Times*, but in the last few years he has worked as a freelance writer, taking on other jobs such as working on radio, conducting a journalism course at the University of Canberra, and conducting oral history interviews for the National Library.

It was about the oral histories that Ian spoke. He takes this very seriously, doing his own research as well as reading the background information provided to him by the Library. He has chosen to interview people who formerly excelled in sport, but who are now retired, and whose bodies may be showing the effects of their former exertions. When people agree to be interviewed, they know they are elderly!

Richie Benaud, for one, has refused to be interviewed, perhaps not wanting to tempt fate. His was the only name that Ian mentioned; he referred to his interviewees by their previous sport. Some of them were members of happy families, but are so no longer; some have succumbed to drink; one boxer, who never lost a match, was struck down by a car which did permanent damage. It has changed the way Ian thinks about people participating in sport and the wear and tear it wreaks on their bodies. He said it is always useful to note details of the environment in which the interview is carried out, as this provides a clue for added questions. For example, how is the room furnished? Is there a pet? If so, what kind? Some sports people are used to the gutter press, and not to the questions

(Legal indexing workshop, continued from page 4)

As the index-user representative on the panel, I put forth the case for indexes as untapped gold in the online world. The idea that full-text searching would end the need for indexes has turned out to be a premature assumption. Human indexing and metadata add a level of intelligence and context that is essential to save the legal researcher time. It was heartening to hear David Low describe Thomson's work on applying a taxonomy to their entire online database.

The day was a wonderful balance of learning, discussion and opportunities to meet with other ANZSI members. Many thanks to Alan Walker and Madeleine Davis for sharing their expertise, and for making the day both enjoyable and informative.

Melanie Elron, Library Manager, Blake Dawson, Sydney

that an oral historian will ask. Ian has to fight not to be too reverential.

After 30 years of working in newspapers and radio, Ian still loves it, but he has discovered that some of the views he held to and fought for strongly in the past are now wrong. For example, he did not believe in the establishment of the Australian Institute of Sport, but has changed his mind on this issue. He talked about amateurism vs professionalism at the time some of his interviewees were at the peak of their performance. At this time many athletes from Communist countries (particularly the Soviet Union) had access to specialised institutes of sport. Ian told the story of one Australian sprinter who competed at the Commonwealth Games in Perth in 1962. This sprinter, at his own expense, had a pair of running shoes specially made for running on cinders, only to discover when he arrived in Perth that the track was a synthetic surface. Today with the facilities and information available to elite athletes this situation would not arise. Against all odds this Australian athlete won a bronze medal.

Ian's advice to us was to evangelise. The National Library is paying people for interviewing other people's families, but we should really be interviewing our own. He especially encourages grandchildren to interview grandparents. The difference in generations means differences in lives. Genealogical research is all very well, but the personal touch is needed; voices can tell so much. It was a most interesting talk, as we had known it would be.

Edyth Binkowski

Tips and hints

How to get into the publisher's office

I usually offer to collect and deliver direct from publishers, if they are based in Melbourne – that gets me into their offices and starts or repeats a face-to-face collaboration – often the person who contacts you regarding jobs moves on to another publishing house (hopefully with your contact details in their little black book), but if the second in charge remembers your name or face or (good) behaviour, you might still stay on their list of indexers for future jobs. This applies to all publishers, whether they be corporations, government departments or authors self-publishing.

Another suggestion is that well worn catchphrase 'get networking'. Attend meetings of organisations related to ANZSI, and also meetings of your community clubs, groups etc. You never know what businesses their members might operate, what societies they may belong to that could be looking for someone to index the club's newsletter, index their collection of historical photographs etc. Take along the ubiquitous business card, if you have one, be proud of your skills and profession and keep alert to any possibilities that could interest you and assist others.

Jenny Restarick

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