

# Melbourne Indexers Bulletin

No. 2, July 2015

## Melbourne Indexers launch

Melbourne Indexers has got off to a great start since being launched on 1 July, with 25 members welcomed so far.

The challenge for the first meeting was 'How do you index an audio tour?'. 'From riches to rags and back again' is an audio tour of St Kilda featured on the Culture Victoria website <http://www.cv.vic.gov.au/stories/built-environment/from-riches-to-rags-and-back-again/>.

The package consists of a map, tour of 16 stops and 11 additional illustrations. Each stop has its own webpage with the audio and transcript as well as links to appropriate images. Each image has its own webpage.

The added complication is that there are additional versions of the audio tour. Another version is available at <http://heritagecouncil.vic.gov.au/get-involved/tours/st-kilda-walking-tour/>. This webpage has the full transcript as a MS Word file and links to the audio. On a quick look it seems the audio and the transcripts are the same on the two websites. Yet another version can, apparently, be downloaded within the Vic Heritage iPhone App.

How do audio tours typically work? If you use an audio tour within a heritage house or gallery you are usually given some sort of audio device with buttons to enable you to select the audio of interest. Sometimes you need to look at a screen of the device to see an accompanying image. While tours often follow a set order and the audio often gives directions on how to get to the next stop, it is

possible to jump around between stops by typing in a number. Numbers may be provided beside objects within a gallery or, as in this case, on a map.

Who would be using this audio tour of St Kilda? The tour is aimed at anyone interested in the heritage of a Melbourne suburb. St Kilda has a rich history and architecture from many eras. The tour is aimed at a general audience.

What would you use as locators for index entries? There was an interesting discussion on this. Should you direct listeners to the exact spot on the audio where something is discussed? Would the device jump to that spot in the audio? Would stop numbers be sufficient information? What if users used the website - would web links be appropriate? The popular choice was to use stop numbers, particularly as the audio wasn't very long.

How would the index look? An imaginative response was to incorporate the index with an interactive map. For example, if you were looking for art deco, a search would highlight the stops of interest on a map enabling you to click on stop number and go to the audio.

What decisions do you need to make as you index this? Some that were discussed were:

- Several houses have names as well as a street address. For example, *Aston Court* is located at 43 Acland Street. This requires entries under both the name and street name with qualifiers.

- Acland Street  
43 (*Aston Court*)  
*Aston Court* (43 Acland Street)
  - Should the street 'The Esplanade' be filed under T or E. According to the Melbourne street directory *Melway* it is filed under T. Should it also have a cross reference under E?
  - We are talking about St Kilda and flats, apartments and boarding houses are very different. Old mansions are divided into flats and there are purpose built apartment blocks. Care needs to be taken when indexing these concepts.
  - There is a discussion of a church in Acland Street. As the space is now used by Theatreworks, but the audio mentions no official name or denomination for the church. How much additional research should the indexer do?
  - How do you index the additional illustrations? Do you treat them as you would in a book and make the locator bold or italics?
- While no definite answers were reached, this proved to be a very enjoyable discussion, with several mentioning they were going home to look at this in greater detail and try to index it.
- Mary Russell



#### Taking the audio tour

The discussion inspired us to organise to take the tour. So why not join us on **Tuesday 20 October at 1.30 pm** at Stop 1 as we take the tour?

The tour will conclude about 3 pm at Acland Street shops with a chance to sample the cakes and/or ice cream on offer.

## Training

### Editors Victoria Training Courses AUGUST

As ANZSI is an affiliate organisation, Melbourne Indexers members can enrol at the members price.

### Introduction to Copyediting 15<sup>th</sup> August (bookings close 10<sup>th</sup> August)

Most people imagine book editors as their scariest English teacher, armed with a red pen, only too ready to find fault with a hapless author's work. While finding and

correcting spelling and grammatical errors is part of what editors do, it is only part of the picture. Introduction to Copyediting is a hard-copy course that will fill in the blanks for you. Presented by Susan Keogh at CAE, Lt Flinders St, Melbourne.

<http://www.editorsvictoria.org/component/content/article?id=651&Itemid=0>

## **Introduction to Structural Editing 29<sup>th</sup> August (bookings close 17th August)**

Structural editing tends to be one of those hazy concepts that is often referred to but rarely explained, leaving new editors understandably frustrated as they seek to gain structural editing skills. This hard-

copy workshop will give you the opportunity to get to grips with the nuts and bolts of structural editing, with examples drawn from trade non-fiction and educational books.

<http://www.editorsvictoria.org/componen/content/article?id=652&Itemid=0>

## **August is National Family History Month**

### **Family History Feast 10 Aug 2015**

<http://www.slv.vic.gov.au/whats-on/family-history-feast>

State Library Victoria hosts its 12th annual Family History Feast during [National Family History Month](#) in August. This year, the ever-popular program turns to the subject of WWI.

Enjoy free information sessions on a range of subjects, from Australian women in the war to soldier settlement in Victoria. Discover how Victorian government agencies can help family historians, and attend the annual Don Grant Memorial Lecture, organised by the Victorian Association of Family History Organisations (VAFHO).

The program includes:

- The Don Grant Memorial Lecture – ‘Bringing the war home: Repatriation records and the family historian’ by Professor Bruce Scates, Chair of History and Australian Studies and Director of the National Centre for Australian Studies, Monash University

- A conservation clinic with expert advice from State Library Victoria conservators
- Lectures from historians and academics sharing their work in the field of WWI history

### **National Family History Month website**

The National Family History Month website has a wealth of information for those wanting to make the most of family history events during the coming month.

<http://www.familyhistorymonth.org.au/>

### **From the library**

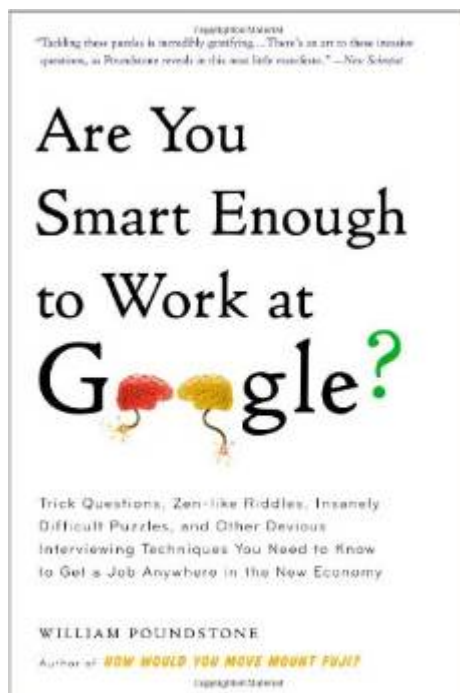
Relevant too is the following title in the Melbourne Indexers library collection: *Genealogy and indexing*. Kathleen Spaltro, ed. Medford, NJ: Information Today; Wheat Ridge, CO: American Society of Indexers, 2003.

You can read a review of it in *The Indexer* at: [http://www.theindexer.org/files/24-2/24-2\\_111.pdf](http://www.theindexer.org/files/24-2/24-2_111.pdf). Incidentally, the same issue also has a review of another book in our collection, Do Mi Stauber’s *Facing the text*.

## Are you smart enough to work at Google?

While you ponder this question, have a look at the index to the book with that title:

<http://www.amazon.com/Are-Smart-Enough-Work-Google/dp/0316099988>



This book is full of logic questions/puzzles and about half of it discusses the answers. The indexer has taken a very different approach as the page numbers referring to the answers are in brackets.

Note: Page numbers in parentheses indicate answers to questions.

A* search algorithms, 245–47	Analogies (mental mapping), 127–28
Aarons Grant & Habif, 47	Anderson, Sean, 10–11
Accenture (consulting firm), 256, 270n256	Answers, good or not-so-good. <i>See also</i>
Adding arithmetic signs to equation question, 105, (210–12)	Questions (answers)
Adelman, Leonard, 190	adding arithmetic signs to equation, (210–12)
Affirmative action, 57	analog clock, (164), (195–97)
Age, sorting students by question, 77, (78)	ascending staircase, (179–81)

**Next meeting: Wednesday 2 September – 6:00 for 6:30 pm**

The Old Op Shop, Holy Trinity Anglican Church, Corner High and Pakington Streets, Kew.  
Join us after the meeting for dinner at a local restaurant.

### Indexing corporate names

Company names, organisations and even military groups can pose a challenge to indexers. Michael Ramsden will lead a discussion on how to index the different types of corporate bodies.