



Indexing Society of Canada
Société canadienne d'indexation

P.O. Box 664, Station P
Toronto, ON Canada M5S 2Y4
www.indexers.ca

2011

Register of Indexers Available

Répertoire des indexeurs

A listing of freelance indexers for use by authors, editors, publishers, learned societies, government agencies and others.

Une liste d'indexeurs et indexeuses pigistes à l'intention des auteurs, des rédacteurs, des éditeurs, des sociétés savantes, des services gouvernementaux et autres parties intéressées

Table of Contents

The Indexing Society of Canada (ISC).....	4
Introduction.....	5
Indexers Working in English	7
Indexers Working in French.. ..	55
Additional Entries	63
Indexes	73
Names Index	75
Skills Index	76
Materials Index	77
Subjects Index.....	79

Table des matières

La Société canadienne d'indexation (SCI)	4
Introduction.....	6
Indexeurs qui travaillent en anglais	7
Indexeurs qui travaillent en français.....	55
Entrées supplémentaires	63
Index	73
Index des noms	75
Index des compétences	82
Index des types de documents.....	83
Index des sujets.....	84

The Indexing Society of Canada

The Indexing Society of Canada (ISC) was established in 1977 to encourage the production and use of indexes and abstracts, to promote the recognition of indexers and abstractors, to improve indexing and abstracting techniques, and to provide a means of communication among individual indexers and abstractors across Canada.

Membership is open to any person, institution, corporation, or indexing and abstracting service interested in the promotion of the Society's objectives, on an individual or an institutional basis.

La Société canadienne d'indexation

La Société canadienne pour l'analyse de documents (SCI) a été établie en 1977 pour encourager la production et l'utilisation des index et des résumés, pour promouvoir la reconnaissance du travail des indexeurs et des analystes, pour perfectionner les techniques d'indexation et de préparation de résumés, et pour permettre la communication entre indexeurs au Canada.

Toute personne, institution, organisation ou service d'indexation et d'analyse de documents qui s'intéresse à la réalisation des objectifs de la Société peut en devenir membre, à titre personnel ou à titre d'institution.

Indexing Society of Canada
Société canadienne d'indexation
P.O. Box 664, Station P
Toronto, ON M5S 2Y4
Canada
www.indexers.ca

Introduction

All indexers listed are members of the Indexing Society of Canada (ISC). We hope that the *Register* will help publishers locate qualified indexers. ISC does not certify or accredit indexers nor does it warrant the capabilities or results of any indexer. The listings and claims in this *Register* are the entire responsibility of the indexers listed.

Scope

The *Register* is a list of indexers, mainly freelancers, who are available for work on a part-time or contractual basis.

Source and accuracy of information

The information printed in this *Register* is supplied by the indexers.

Arrangement of entries

Entries are alphabetical by the indexer's surname.

Indexes

The following indexes are included:

Names Index

Skills Index

Materials Index

Subjects Index

In the *Register*, each individual entry is preceded by a sequential number. It is to this number that all indexes refer.

The online version of the
Register of Indexers Available
is at **www.indexers.ca**.

Introduction

Toutes les personnes dont le nom paraît ici sont membres de la Société canadienne d'indexation (SCI). Nous espérons que ce *Répertoire* sera utile aux éditeurs qui sont à la recherche d'indexeurs compétents. La SCI ne certifie pas et n'agrée pas les indexeurs; elle ne se porte pas non plus garante de leur compétence ni de la qualité de leur travail. Les indexeurs sont entièrement responsables des renseignements les concernant qui figurent dans le *Répertoire*.

Contenu

Le *Répertoire* contient les noms d'indexeurs et indexeuses, en majorité pigistes, disponibles pour du travail à temps partiel ou à contrat.

Source et exactitude des informations

Les renseignements présentés dans ce document nous ont été fournis par les indexeurs.

Classement des entrées

Les indexeurs sont présentés par ordre alphabétique, d'après leur nom de famille.

Index

Le *Répertoire* est indexé selon les catégories suivantes :

Index des noms

Index des compétences

Index des types de documents

Index des sujets

Chaque entrée dans le *Répertoire* est numérotée consécutivement; c'est à ce numéro que les index renvoient et non aux numéros de page.

Le Répertoire des indexeurs est accessible en ligne à **www.indexers.ca**.

Indexers Working in English

1

Ursula Acton

Proof Positive Editorial Ink
813 – 14th Street East
Saskatoon, SK S7N 0P9

Phone: (306) 665-2471
E-mail: uacton8494@shaw.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Bibliographies• Copyediting• Index design• Proofreading
---------------	--

Materials	<ul style="list-style-type: none">• Anthologies• Biographies• Children's books• General-audience books• Scholarly monographs• Trade monographs
------------------	---

Subjects	<ul style="list-style-type: none">• Animals/Nature• Biology• First Nations• Health and Social Services• Multiculturalism• Psychology• Religion• Sociology
-----------------	--

Working language	English
-------------------------	---------

Computer equipment/software	PC; Windows Vista; InDesign CS3, Adobe Acrobat, Microsoft Office 2007
------------------------------------	---

Complementary information:

Many years' experience proofreading and copyediting, and more recently, composing back-of-the-book indexes, mostly for academic or scholarly presses. Healthy respect for deadlines. Small jobs welcome. Member Editors' Association of Canada.

2

Judith Anderson

True North Indexing Services

6008 Leibly Avenue

Burnaby, BC V5E 3C8

Phone: (604) 526-4722

E-mail: judithanderson@shaw.ca

Web site: www.members.shaw.ca/judithanderson/

Skills

- Back-of-the-book indexing
- Copyediting
- Periodical indexing
- Web site indexing
- Writing

Materials

- Biographies
- General-audience books
- Journals
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs
- Web sites

Subjects

- Animals/Nature
- Anthropology
- Biology
- Ecology
- Environment/Nature
- Geography
- Geology
- Languages/Linguistics
- Music
- Rural planning
- Sports/Recreation
- Urban planning

Working language English

Computer equipment/software Windows XP; SKY Index, HTML Indexer

Complementary information:

I have a doctorate in population ecology and have recently done research in human behavioural ecology and evolutionary psychology, with emphasis on people's interactions with the natural world and decision-making in resource management and conservation. I have also worked on statistics and experimental design for adaptive management of natural resources. Other related disciplines that I am qualified to index include cultural anthropology and ethnoecology.

3

Christopher Blackburn

16 Purple Sageway
Toronto, ON M2H 2Z5

Phone: (416) 491-4857
E-mail: cblackburn@rogers.com

Skills

- Back-of-the-book indexing
- Cataloguing
- Classification systems

Materials

- Anthologies
- Biographies
- General-audience books
- "How-to" books
- Reports
- Textbooks/Manuals
- Trade monographs

Subjects

- Business
- Communications/Media
- Community activism
- Environment/Nature
- Geography
- Health and Safety
- History
- International development
- Literature
- Multiculturalism
- Philosophy
- Religion

Working language English

Computer equipment/software PC; Windows; CINDEX, MACREX, Adobe Acrobat, Microsoft Word

Complementary information:

Experience indexing books in many subjects. Member of Indexing Society of Canada and Editors' Association of Canada. Quality indexes provided within deadlines.

4

Natalie Boon

Boon Information Services

2100 Bloor Street West, Suite 6192

Toronto, ON M6S 5A5

Phone: (416) 839-6285

E-mail: natalie@booninformationservices.com

Web site: www.booninformationservices.com

Skills

- Back-of-the-book indexing
 - Copyediting
 - Cumulative indexing
 - Index design
 - Periodical indexing
 - Proofreading
 - Thesaurus construction
 - Web site indexing
-

Materials

- Anthologies
 - Biographies
 - Children's books
 - Cookbooks
 - General-audience books
 - Government documents
 - "How-to" books
 - Office/Corporate files
 - Scholarly monographs
 - Textbooks/Manuals
 - Trade monographs
 - Web sites
-

Subjects

- Animals/Nature
 - Cooking
 - Economics
 - Environment/Nature
 - Ethics
 - History
 - Literature
 - Outdoor recreation
 - Philosophy
 - Popular culture
 - Religion
 - Technology
-

Working language

English

Computer

equipment/software

PC; CINDEXTM, MACREXTM, Adobe Acrobat Pro, Microsoft Word, other major software

Complementary information:

Full-time indexer with experience indexing scholarly texts, trade books, and textbooks. Twelve years as a reference librarian—I know how people use indexes!

Indexing training: University of California Berkeley Indexing course, ASI indexing course.

MISt (Information Studies), University of Toronto; B.A. (Medieval Studies/History), University of Toronto. Graduate courses in library science and environmental studies.

Memberships: Editors' Association of Canada (EAC); American Society for Indexing (ASI).

Currently an executive member of ISC/SCI.

5

Gaile Brazys

1402 Vancouver St.
Nelson, BC V1L 1E4

Phone: (250) 352-9625
Fax: (250) 352-9627
E-mail: gbrazys1@telus.net

Skills

- Back-of-the-book indexing
- Cataloguing
- Classification systems
- Fact checking
- Newsletter editing
- Proofreading
- Website content management

Materials

- Almanacs
- Children's books
- Cookbooks
- Directories
- General-audience books
- Government documents
- "How-to" books
- Office/Corporate files
- Policy/Procedures
- Reports
- Technical manuals
- Textbooks/Manuals

Subjects

- Animals/Nature
- Asian studies
- Business
- Cooking
- Crafts
- Health and Safety
- Labour
- Library/Information science
- Literacy
- Parenting/Child care
- Psychology
- Sociology

Working language English

Computer equipment/software PC, colour printer, scanner, fax; Windows Vista; CINDEK, Microsoft Office Suite, Microsoft Publisher

Complementary information:

Basic Indexing with Susan Holbert. B.A. (Psychology and Asian Studies). M.L.S. (UBC). I have worked as a librarian and cataloguer for 19 years. I understand how readers seek information. As an indexer I know how to optimize access for information retrieval. I also have extensive experience as a team project leader and I'm able to work with limited resources and tight deadlines. I am thorough, accurate, detail-oriented and energetic.

6

Noeline Bridge

BRIDGEWORK

295 Highfield Street

Moncton, NB E1C 5R4

Phone: (506) 870-1113

E-mail: nbridge@nb.sympatico.ca

Skills

- Back-of-the-book indexing
 - Bibliographies
 - Periodical indexing
 - Proofreading
 - Teaching
 - Thesaurus construction
 - Writing
-

Materials

- Biographies
 - Catalogues
 - Cookbooks
 - Directories
 - General-audience books
 - Government documents
 - Guidebooks
 - "How-to" books
 - Scholarly monographs
 - Textbooks/Manuals
 - Trade monographs
-

Subjects

- Architecture
 - Art
 - Cinema
 - Criminology
 - Economics
 - Food
 - Heritage
 - History
 - Literature
 - Political science
 - Religion
 - Travel
 - Visual arts
-

Working language

English; reading knowledge of French and most Germanic languages

Computer equipment/software

Windows XP; CINDEX, WordEmbed, Microsoft Word

Complementary information:

Indexing since 1990, specializing in humanities and social sciences.

My many repeat clients attest to the quality of my work. I have taught and spoken to groups about indexing, and I regularly make presentations and publish on the indexing of names.

I was on the ISC/SCI executive for 12 years.

7

Jane Broderick

4560 Sainte-Catherine West, Apt. 16
Westmount, QC H3Z 1S2

Phone: (514) 273-4843
Fax: please inquire
E-mail: broderick@videotron.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Editing
- Proofreading

Materials

- Biographies
- Children's books
- Cookbooks
- Directories
- General-audience books
- "How-to" books
- Medical materials
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Business
- Communications/Media
- Cooking
- Economics
- Food
- Health and Safety
- History
- Hospitality/Entertainment
- Medicine
- Politics
- Tourism
- Travel

Working language English

Computer equipment/software PC; CINDEX, Microsoft Word

Complementary information:

Long-time member of ISC and Editors' Association of Canada (EAC); veteran of EAC executives, both National and Quebec/Atlantic Canada Branch.

8

Fred Brown

Allegro Technical Indexing
31 Grange Ave
Ottawa, ON K1Y 0N8

Phone: (613) 728-9373 (office); (613) 728-5761 (home)

E-mail: fred.brown@allegrotechindexing.com

Web site: www.allegrotechindexing.com

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Computer applications• Consulting• HTML encoding• Index design• Teaching• Web site indexing• Writing
---------------	--

Materials	<ul style="list-style-type: none">• Government documents• Policy/Procedures• Software• Technical manuals• Technical reports• Textbooks/Manuals• Web sites
------------------	---

Subjects	<ul style="list-style-type: none">• Business• Communications/Media• Computer science• Economics• Linux• Open source• Open standards• Technology• Telecommunications
-----------------	---

Working language	English
-------------------------	---------

Computer equipment/software	Windows, Linux; MACREX, Adobe FrameMaker, Microsoft Word
------------------------------------	--

Complementary information:

Fred Brown specializes in indexing and information architecture for technical documentation, intranets and web sites. Fred also teaches indexing skills to technical writers. He has over ten years of technical communication experience working largely with high-technology firms specializing in software and telecommunications.

Fred coauthored *Index It Right! Advice from the Experts* (Vol. 1). He is also a recipient of the Australian and New Zealand Society of Indexers (ANZSI) Web Indexing Award.

9

Maura Brown

104 Waterbridge Drive
Ottawa, ON K2G 7C2

Phone: (613) 843-9814
Fax: (613) 843-9814
E-mail: maurabrown@rogers.com

Skills	<ul style="list-style-type: none">• Abstracting• Back-of-the-book indexing• Copyediting• Cumulative indexing• Editing• Fact checking	<ul style="list-style-type: none">• Index design• Periodical indexing• Proofreading• Teaching• Web site indexing• Writing
Materials	<ul style="list-style-type: none">• General-audience books• Government documents• Journals• Legal materials• Medical materials• Policy/Procedures	<ul style="list-style-type: none">• Scholarly monographs• Scientific data• Technical manuals• Textbooks/Manuals• Trade monographs• Web sites
Subjects	<ul style="list-style-type: none">• Business• Communications/Media• Economics• Environment/Nature• Health and Social Services• History	<ul style="list-style-type: none">• Labour• Law• Literature• Politics• Sociology
Working language	English	
Computer equipment/software	PC; CINDEXTM, Microsoft Word 2007	

Complementary information:

M.A. (English Literature), University of Toronto. Extensive experience as an editor/indexer/writer. Work experience includes legal editing and indexing; academic and scholarly editing and indexing; indexing for major educational and trade publishers in Canada, the U.S., and the U.K.; several years' experience as senior editor with a government organization; five years teaching writing and proofreading at community colleges.

10

Patricia Buchanan

Buchanan Indexing & Editing

294 Pickford Drive

Ottawa, ON K2L 3T5

Phone: (613) 435-7419
Fax: (613) 435-7447
E-mail: pbuchanan@index-edit.ca
Web site: www.index-edit.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Copyediting• Editing• Index design• Periodical indexing• Proofreading
---------------	---

Materials	<ul style="list-style-type: none">• Biographies• Cookbooks• General-audience books• Government documents• "How-to" books• Journals	<ul style="list-style-type: none">• Medical materials• Reports• Scholarly monographs• Textbooks/Manuals• Trade monographs
------------------	---	---

Subjects	<ul style="list-style-type: none">• Cooking• First Nations• Food• Gardening• Health and Safety• Health and Social Services	<ul style="list-style-type: none">• History• Home improvement• Library/Information science• Politics• Travel
-----------------	---	--

Working language	English
-------------------------	---------

Computer equipment/software	PC; CINDEXTM, Adobe Acrobat, Microsoft Office 2007 (Word 2010)
------------------------------------	--

Complementary information:

Trained as an indexer at McGill University, I have over 16 years' experience indexing a wide variety of texts, for example, the *Canada Year Book* (Statistics Canada); *Canadian Illustrated Guide to Green Gardening* (Reader's Digest); *Chez nous* (a French grammar book), *Underwater Robotics* (Marine Advanced Technology Education Center, Monterey, California); scholarly books and journals. I create user-friendly indexes, tailored to fit the space provided, and always deliver them on time.

11

Jan Collins

In Your Words

10 Fairmar Avenue

Toronto, ON M8Y 2C8

Phone: (416) 236-0620

Fax: (416) 236-6044

E-mail: jan@inyourwords.ca

Skills

- Back-of-the-book indexing
 - Classification systems
 - Copyediting
 - Editing
 - Fact checking
 - Image indexing
 - Index design
 - Proofreading
 - Writing
-

Materials

- Cookbooks
 - Directories
 - General-audience books
 - Government documents
 - "How-to" books
 - Journals
 - Medical materials
 - Office/Corporate files
 - Reports
 - Scholarly monographs
 - Standard databases
 - Textbooks/Manuals
-

Subjects

- Animals/Nature
 - Art
 - Biology
 - Business
 - Communications/Media
 - Cooking
 - Education
 - Health and Safety
 - Health and Social Services
 - Literature
 - Medicine
 - Pharmaceuticals
-

Working language

English

Computer

equipment/software

PC, scanner, fax; Windows XP; CINDEX, Microsoft Word, Excel

Complementary information:

I focus on readability for results to provide professional services in indexing, copyediting and proofreading. With a strong background in the education and healthcare sectors, I understand unique language requirements and medical terminology. Current member of the Indexing Society of Canada and the Editors' Association of Canada; I am a graduate of the Certificate in Book Publishing program at Ryerson University and the Indexing program at George Brown College.

12

Cheryl Dalwood

34 Royal Birch Hill NW
Calgary, AB T3G 5X7

Phone: (403) 217-5602
Fax: available on request
E-mail: cdalwood@msn.com

Skills	<ul style="list-style-type: none">• Abstracting• Back-of-the-book indexing• Bibliographies• Cataloguing• Classification systems• Copyediting• Cumulative indexing	<ul style="list-style-type: none">• Editing• Fact checking• Proofreading• Thesaurus construction• Writing
Materials	<ul style="list-style-type: none">• Almanacs• Anthologies• Catalogues• Correspondence/Personal files• Directories• General-audience books• Government documents	<ul style="list-style-type: none">• "How-to" books• Office/Corporate files• Policy/Procedures• Reports• Textbooks/Manuals
Subjects	<ul style="list-style-type: none">• Cooking• Crafts• Fundraising• Gardening• Home improvement• Library/Information science• Literature	<ul style="list-style-type: none">• Music• Parenting/Child care• Religion• Tourism• Travel
Working language	English	
Computer equipment/software	PC; Adobe Acrobat, Microsoft Office	

Complementary information:

I have many years' experience researching, editing and writing a wide range of academic, business and government information resources. Attentive to detail and meeting deadlines, I provide accurate, thorough and professional indexing and editing services. I am a member of the Society for Technical Communication and have a B.A. (English), Master of Library and Information Studies, and Technical Writing Extension Certificate.

13

Christine Dudgeon

Phone: (604) 414-5354
Fax: please inquire
E-mail: christine@copperpixel.ca
Web site: www.copperpixel.ca

Skills

- Back-of-the-book indexing
- Proofreading

Materials

- Almanacs
- General-audience books
- “How-to” books
- Medical materials
- Scientific data
- Textbooks/Manuals

Subjects

- Agriculture
- Animals/Nature
- Biology
- Community activism
- Environment/Nature
- Gardening
- History
- Medicine
- Microbiology
- Sports/Recreation

Working language English

Computer equipment/software PC; SKY Indexing software, Adobe Creative Suite, Microsoft Word

Complementary information:

I am a meticulous, thorough indexer and I enjoy a wide variety of subjects. My background is in the medical field as a Medical Laboratory Technologist. This has given me a broad knowledge base of topics such as human physiology, diseases, microbiology and biochemistry. I am a member of the Editors' Association of Canada and the Canadian Society for Medical Laboratory Science.

14

Judy Dunlop

7804 – 141 Street NW
Edmonton, AB T5R 0K2

Phone: (780) 444-3787

E-mail: judy@dunlopinfo.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Consulting• Copyediting• Editing	<ul style="list-style-type: none">• Index design• Proofreading• Teaching
Materials	<ul style="list-style-type: none">• Anthologies• Biographies• Children's books• General-audience books• Government documents• Legal materials	<ul style="list-style-type: none">• Policy/Procedures• Reports• Scholarly monographs• Standard databases• Textbooks/Manuals• Trade monographs
Subjects	<ul style="list-style-type: none">• Anthropology• Art• Business• Education• First Nations• History	<ul style="list-style-type: none">• Law• Literature• Politics• Psychology• Sociology• Travel
Working language	English	
Computer equipment/software	Mac, PC; CINDEX, Adobe Acrobat, Adobe InCopy, Microsoft Office	

Complementary information:

A professional indexer and editor since 2000, I write indexes that provide a reliable map of the text. With an M.A. (English) and an M.Ed. (Secondary English), I enjoy the challenge of indexing scholarly books. Recent projects include the *Alberta Rules of Court*, teachers' support materials, and University of Alberta Press books. A friendly and collaborative worker, I will deliver the index on time and to your specifications.

15

Joan Eadie

981 Fairbairn Street
Peterborough, ON K9K 1C1

Phone: (705) 742-5711
Fax: available by request
E-mail: jeadie1@cogeco.ca

Skills

- Back-of-the-book indexing
- Bibliographies
- Cataloguing
- Classification systems
- Thesaurus construction

Materials

- Anthologies
- Catalogues
- Children's books
- Correspondence/Personal files
- General-audience books
- Policy/Procedures
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Community activism
- Education
- Environment/Nature
- First Nations
- History
- Labour
- Languages/Linguistics
- Literature
- Philosophy
- Politics
- Religion
- Sociology
- Women's studies

Working language English

Computer equipment/software Mac, PC; CINDEX, Adobe Acrobat, Microsoft Word

Complementary information:

M.L.S. (Master of Library Science). Over 20 years' experience in indexing and Special Collections cataloguing.

16

Heather Ebbs

Editor's Ink

P. O. Box 61

Carleton Place, ON K7C 3P3

Phone: (613) 253-5505

Fax: (613) 253-5505

E-mail: [hlebb@gmail.com](mailto:hlebbs@gmail.com)

Skills	<ul style="list-style-type: none">• Abstracting• Back-of-the-book indexing• Copyediting• Editing• Fact checking	<ul style="list-style-type: none">• Periodical indexing• Proofreading• Teaching• Writing
Materials	<ul style="list-style-type: none">• Biographies• Cookbooks• General-audience books• Government documents	<ul style="list-style-type: none">• "How-to" books• Journals• Medical materials• Trade monographs
Subjects	<ul style="list-style-type: none">• Art• Aviation• Cooking• Food• Health and Safety• Health and Social Services• History	<ul style="list-style-type: none">• Literature• Medicine• Pharmaceuticals• Sports/Recreation• Vision care
Working language	English	

Complementary information:

Indexer and editor for 30 years. I have written hundreds of indexes in a broad range of subjects and styles. Past-president of ISC/SCI. A past-president of the Editors' Association of Canada. Instructor of Indexing: Theory and Application for the University of California Berkeley Extension Program.

17

Gillian Faulkner

2 – 6 Glen Echo Road
Toronto, ON M4N 2C9

Phone: (416) 489-2677
E-mail: dh939@sympatico.ca

Skills • Back-of-the-book indexing
 • Proofreading

Materials • Children’s books
 • General-audience books
 • Government documents
 • Reports

Subjects • Community activism
 • First Nations
 • Health and Social Services
 • Literacy
 • Multiculturalism

Working language English

**Computer
equipment/software** iMac; CINDEX

Complementary information:

Graduate USDA indexing course.
Previously Nurse Practitioner in isolated communities and urban core, working with First Nations people, new immigrants and low-income groups.

18

Marie Gabe

Gabe Indexing Services

75 Villa Crescent

Ottawa, ON K2C 0H7

Phone: (613) 226-3250

E-mail: marie.gabe@sympatico.ca

Web site: www.gabeindexing.com

Skills

- Back-of-the-book indexing
- Writing

Materials

- Biographies
- Children's books
- Cookbooks
- General-audience books
- Government documents
- "How-to" books
- Reports
- Scholarly monographs
- Textbooks/Manuals

Subjects

- Art
- Cooking
- Crafts
- Education
- Food
- History
- Parenting/Child care
- Philosophy
- Psychology
- Sociology
- Sports/Recreation

Working language English

Computer equipment/software PC; Windows Vista; CINDEX, Microsoft Word 2007

Complementary information:

Education: B.A. (Social Sciences); course work towards Master's degree in Social Work; Indexing certificate with IndexWest.

Experience: educator, craftsperson.

I enjoy indexing scholarly and trade books on a wide range of topics.

See my web site for more details.

19

Carol Hamill

Hamill Indexing

180 Homer Road

Victoria, BC V8Z 1V6

Phone: (250) 658-2856

E-mail: hamill@island.net

Web site: www.island.net/~hamill

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Bibliographies• Periodical indexing• Writing
---------------	--

Materials	<ul style="list-style-type: none">• Biographies• General-audience books• Government documents• "How-to" books• Journals• Legal materials• Scholarly monographs• Trade monographs
------------------	---

Subjects	<ul style="list-style-type: none">• Community activism• Environment/Nature• First Nations• Gardening• History• Labour• Law• Politics• Urban planning• Women's studies
-----------------	--

Working language	English
-------------------------	---------

Computer equipment/software	PC; SKY Indexing software
------------------------------------	---------------------------

Complementary information:

Indexing since 1999, I am able to meet tight deadlines. Background in medieval studies. Active in community service and human rights issues.

20

Jennifer Hedges

**49 – 374 Front Street
Port Stanley, ON N5L 1G1**

Phone: (519) 782-7886
E-mail: jennifer.hedges@sympatico.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Editing
- Proofreading
- Writing

Materials

- Children’s books
- General-audience books
- Government documents
- “How-to” books
- Journals
- Textbooks/Manuals
- Trade monographs

Subjects

- Animals/Nature
- Construction
- Education
- Equines
- Health and Safety
- History
- Law
- Library/Information science
- Performing arts
- Pharmaceuticals
- Psychology/Self-help
- Sociology
- Sports/Recreation
- Women’s studies

Working language English

Computer equipment/software PC; SKY Indexing software, Microsoft Word, WordPerfect

Complementary information:

My skills as a copy editor give you added value.
B.L.S. (Bachelor of Library Science); USDA Basic Indexing Course
Member of ISC/SCI and Editors’ Association of Canada.

21

Clara Johnson

Declara Consulting & Indexing

402 – 1838 Nelson Street

Vancouver, BC V6G 1N1

Phone: (604) 618-8995

E-mail: claraj42@yahoo.com

Web site: www.declaraconsulting.com

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Computer applications• Consulting• Fact checking• HTML encoding• Image indexing• Periodical indexing• Writing
---------------	---

Materials	<ul style="list-style-type: none">• Artifacts• Cookbooks• General-audience books• Office/Corporate files• Policy/Procedures• Reports	<ul style="list-style-type: none">• Software• Standard databases• Technical manuals• Technical reports• Textbooks/Manuals
------------------	---	---

Subjects	<ul style="list-style-type: none">• Animals/Nature• Anthropology• Archaeology• Business• Computer science• Cooking• Environment/Nature• Food• Technology
-----------------	--

Working language	English
-------------------------	---------

Computer equipment/software	Mac and PC; HTML and CSS; CINDEXT, Adobe Acrobat and FrameMaker, Microsoft Word
------------------------------------	---

Complementary information:

I specialize in indexing business documents and archaeological works. I have 12 years of experience in database development, technical sales consulting, and technical communications. I have a Bachelor of Commerce Degree from the University of Alberta and a Technical Communications Certificate from Simon Fraser University. I also have a life-long interest in archaeology and follow current trends and developments in the field.

22

Linda Lefler

35 Guy Street
Dartmouth, NS B3A 2P4

Phone: (902) 461-9517
E-mail: linda@lindalefler.com
Web site: www.lindalefler.com

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Proofreading• Web site indexing
Materials	<ul style="list-style-type: none">• Biographies• Catalogues• Cookbooks• Correspondence/Personal files• General-audience books• Government documents• "How-to" books• Office/Corporate files• Technical reports• Textbooks/Manuals• Web sites
Subjects	<ul style="list-style-type: none">• Business• Communications/Media• Computer science• Cooking• Energy• Engineering• Food• Mathematics• Parenting/Child care• Technology• Telecommunications• Tourism
Working language	English
Computer equipment/software	PC; SKY Indexing software, Microsoft Office

Complementary information:

Industrial engineer with 19 years' corporate work experience in telecom and electric utility. Experience in engineering, marketing, project management, regulatory affairs. Interests include technology, media, marketing, education, parenting, adoption, food, travel, Canadiana. I completed the Graduate School Indexing Course in 2009 and a Website Indexing workshop in 2008. I am meticulous and work well under tight deadlines.

23

Cheryl Lemmens

88 Culford Road
Toronto, ON M6M 4J9

Phone: (416) 409-6950
E-mail: cheryl.lemmens@gmail.com
Web site: www.lemmens.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Editing
- Fact checking
- HTML encoding
- Proofreading
- Web site indexing

Materials

- General-audience books
- Scholarly monographs
- Textbooks
- Trade monographs
- Web sites

Subjects

- Architecture
- Cooking
- Crafts
- Gardening
- History
- Literature
- Music
- Politics
- Popular culture
- Sociology
- Sports/Recreation
- Urban planning

Working language English

Computer equipment/software PC; WordPerfect, Microsoft Word, HTML software (HomeSite, Dreamweaver, HTML Assistant Pro 97)

Complementary information:

Ph.D. (English), University of Toronto; B.A.A. (Journalism), Ryerson Polytechnical Institute;
USDA Basic Indexing course (completed March 2001)

Member ISC/SCI and ASI.

Please visit my web site for more information and a full range of subject interests.

24

Tia Leschke

2023 Maple Avenue S.
Sooke, BC V9Z 0N8

Phone: (250) 642-4786
E-mail: indexer@tia-leschke.ca
Web site: www.tia-leschke.ca

Skills

- Back-of-the-book indexing
- Writing

Materials

- Children's books
- Cookbooks
- General-audience books
- "How-to" books
- Textbooks

Subjects

- Alternative/Complementary medicine
- Animals/Nature
- Community activism
- Cooking
- Ecology
- Education
- Environment/Nature
- Food
- Gardening
- History
- Music
- Parenting/Child care
- Spirituality
- Sports/Recreation

Working language English

Computer equipment/software PC, printer, scanner; SKY Index, Adobe Acrobat, Microsoft Office

Complementary information:

I have completed Indexing: Theory and Application through the University of California Berkeley Extension Program.

My background knowledge is extensive, gained from a lifetime of reading and study.

I am a member of the Indexing Society of Canada.

I take deadlines absolutely seriously.

25

Janice Logan

648-A Hoylake Avenue
Victoria, BC V9B 3P7

Phone: (250) 474-7960
Fax: available on request
E-mail: janice.logan@editors.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Editing

Materials

- Catalogues
- Children's books
- Cookbooks
- General-audience books
- Government documents
- "How-to" books
- Policy/Procedures
- Reports
- Textbooks/Manuals

Subjects

- Business
- Cooking
- Environment/Nature
- Health and Social Services
- History
- Municipal affairs
- Parenting/Child care
- Politics
- Psychology
- Sociology
- Tourism
- Women's studies

Working languages English, French

Computer equipment/software PC; CINDEXT

Complementary information:

B.S.W., M.A. (Social Policy)

Member of ISC/SCI and EAC/ACR

My background in social policy and my experience working in multidisciplinary settings contribute a broad base of knowledge to my indexing.

26

Vicki Soon-Ai Low

Scholar's Cap Editorial Services

75 Beachview Crescent

Toronto, ON M4E 2L7

Phone: (416) 825-8275

E-mail: info@scholars-cap.com

Web site: www.scholars-cap.com

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Bibliographies• Copyediting• Fact checking• Proofreading• Writing
---------------	---

Materials	<ul style="list-style-type: none">• Biographies• Children's books• Cookbooks• General-audience books• Scholarly monographs• Textbooks/Manuals• Trade monographs
------------------	---

Subjects	<ul style="list-style-type: none">• Alternative health• Animals/Nature• Asian studies• Cooking• Education• Environment/Nature• Food	<ul style="list-style-type: none">• Gardening• Health and Safety• History• International development• Languages/Linguistics• Multiculturalism• Politics
-----------------	---	---

Working language	English
-------------------------	---------

Computer equipment/software	PC, fax, flatbed scanner; high-speed Internet; CINDEX, Microsoft Office
------------------------------------	---

Complementary information:

I have indexed over 20 scholarly books in the past two years in fields as diverse as art and archaeology, Asian history, international relations, literary criticism, medieval studies, medicine, and music history.

Previous professional experience: assistant professor of English at the University of Maryland, Baltimore County.

Professional training as indexer and editor: UC Berkeley Extension and Ryerson University.

Education: Ph.D. in Medieval Studies, University of Toronto; B.A. (Hons) in English, Oxford University.

27

Sarah Lunn

750 Labonté Street
Longueuil, QC J4H 2R7

Phone: (450) 679-8628
E-mail: sarahlunn@videotron.ca

Skills	<ul style="list-style-type: none">• Abstracting• Back-of-the-book indexing• Cataloguing• Classification systems• Cumulative indexing• Editing	<ul style="list-style-type: none">• Fact checking• HTML encoding• Periodical indexing• Proofreading• Thesaurus construction
Materials	<ul style="list-style-type: none">• Biographies• Cookbooks• General-audience books• Government documents• “How-to” books• Journals	<ul style="list-style-type: none">• Medical materials• Scholarly monographs• Scientific data• Software• Technical manuals• Textbooks/Manuals
Subjects	<ul style="list-style-type: none">• Computer science• Ecology• Engineering• Environment/Nature• Food• Health and Social Services• History	<ul style="list-style-type: none">• Languages/Linguistics• Library/Information science• Mathematics• Technology• Telecommunications
Working languages	English, French	
Computer equipment/software	PC; scanner, printer; Windows XP and Vista; SKY Index Professional 6.0, Adobe Acrobat 9.0, Microsoft Office	

Complementary information:

USDA Basic Indexing course (2006); M.L.I.S. from McGill University (2005); B.Eng. (Electrical Engineering) (1999) from École de Technologie Supérieure
Experience in French and English libraries (public and special) and indexing.
Meticulous indexing work in English or French. Indexes delivered on time.

28

Paul MacDonell

Blue Raven Indexing & Information Services

204 – 7297 138th Street

Surrey, BC V3W 0E5

Phone: (604) 592-9682
Fax: available on request
E-mail: blurdex@gmail.com
Web site: www.blurdex.com

Skills	<ul style="list-style-type: none">• Academic research• Back-of-the-book indexing• Bibliographies• Cataloguing• Classification systems• Fact checking	<ul style="list-style-type: none">• Proofreading• Teaching• Thesaurus construction• Web site indexing
---------------	---	--

Materials	<ul style="list-style-type: none">• Anthologies• Biographies• General-audience books• Government documents• “How-to” books• Newspapers	<ul style="list-style-type: none">• Reports• Scholarly monographs• Textbooks/Manuals• Trade monographs• Web sites
------------------	---	---

Subjects	<ul style="list-style-type: none">• Art• Aviation• Chess• Cinema• Geology• History	<ul style="list-style-type: none">• Library/Information science• Literature• Philosophy• Politics• Psychology• Sociology
-----------------	---	---

Working language English

Computer equipment/software CINDEX, Microsoft Office Professional, Dreamweaver, Endnote

Complementary information:

Employed half-time at University of the Fraser Valley. Looking to fill free time doing indexing for you! Took a special interest in indexing at library school (two courses including a Directed Studies with Dr. S. Stephenson). Will index a wide range of subjects.

Professional experience as a cataloguer, reference librarian, and instructor in public, academic, and corporate libraries.

B.A. (English) with minor in Classics; Librarian and Archivist (MLIS/MAS) – UBC.

29

Elizabeth Macfie

Elizabeth Macfie Editing and Indexing

24 Ojai Road

Chelsea, QC J9B 1Y7

Phone: (819) 827-4237

Fax: available on request

E-mail: macfie@editors.ca

Skills

- Back-of-the-book indexing
 - Bibliographies
 - Copyediting
 - Editing
 - Fact checking
 - Proofreading
 - Style guide development
 - Training
-

Materials

- Annotated bibliographies
 - Biographies
 - Course catalogues
 - Editorial style guides
 - General-audience books
 - Government documents
 - Legislation
 - Policy/Procedures
 - Reports
 - Software manuals
 - Textbooks/Manuals
-

Subjects

- Art
 - Education
 - Ethics
 - First Nations
 - History
 - Legislation
 - Literature
 - Municipal affairs
 - Political science
 - Religion
 - Risk management
 - Social science
 - Sociology
 - Vehicles and traffic
-

Working language

English

Computer

PC; MACREX, Microsoft Word

equipment/software

Complementary information:

Indexing Society of Canada president 2005-2007, vice president 2003-2005, and conference coordinator 2004, 2005 and 2008. Editors' Association of Canada past chair of National Capital Region branch and past member of national executive council. I can provide indexes in French and English for bilingual projects.

In 2009 I indexed the University of Alberta Press's prize-winning book *People of the Lakes: Stories of Our Van Tat Gwich'in Elders*.

I'm easy to get along with and contribute enthusiasm and a wide range of knowledge to every project. I am certified as a proofreader and copy editor by the Editors' Association of Canada.

30

Adrian Mather

AMIndexing

10939 – 148 Street

Edmonton, AB T5N 3H6

Phone: (780) 455-1949

E-mail: amindexing@shaw.ca

Skills	· Back-of-the-book indexing
Materials	· Biographies · General-audience books · Scholarly monographs
Subjects	· Agriculture · Animals/Nature · Anthropology · Ecology · Education · Environment/Nature · First Nations · History · Politics · Sports/Recreation
Working language	English
Computer equipment/software	CINDEX

31

Audrey McClellan

West Coast Editorial Associates

1490 Thurlow Road

Victoria, BC V8S 1L9

Phone: (250) 380-6358

Fax: (250) 380-6358

E-mail: amcclellan@shaw.ca

Web site: www.westcoasteditors.com

Skills

- Back-of-the-book indexing
- Bibliographies
- Copyediting
- Editing
- Fact checking
- Proofreading

Materials

- Biographies
- Children's books
- Cookbooks
- General-audience books
- Government documents
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Aerospace
- Community activism
- Environment/Nature
- First Nations
- Geography
- Health and Social Services
- History
- Labour
- Literature
- Music
- Politics
- Women's studies

Working language English

Computer equipment/software PC; Microsoft Word

Complementary information:

I have been an editor and indexer for more than 20 years and have extensive experience working with both publishers and authors. As 2006 winner of the Editors' Association of Canada Tom Fairley Award for Editorial Excellence, I can offer a final proofread as well as an index.

32

Maria McDonald

Salamander Indexing & Editorial Services

16 – 2880 Headon Forest Drive

Burlington, ON L7M 4H2

Phone: (906) 336-2823

E-mail: salamanderindexing@cogeco.ca

Web site: <http://salamanderindexing.wordpress.com>

Skills

- Back-of-the-book indexing
- Copyediting
- Cumulative indexing
- Editing
- Periodical indexing
- Writing

Materials

- Anthologies
- Biographies
- Catalogues
- General-audience books
- Journals
- Newspapers
- Policy/Procedures
- Reports
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Anthropology
- Communications/Media
- Ecology
- Education
- First Nations
- Health and Social Services
- History
- Literature
- Politics
- Religion
- Sociology
- Women’s studies

Working language English

Computer equipment/software PC; Windows XP; SKY Index, Adobe CS3, Microsoft Office Suite 2003 and 2007, Microsoft Publisher, CorelDRAW, Quark

Complementary information:

Indexer and writer with more than eight years of experience working with publishers and authors. M.A. (English Literature) from Queen’s University; USDA Basic Indexing; additional courses in editing and writing.

33

Elaine Melnick

245 Jane Street
Toronto, ON M6S 3Y8

Phone: (416) 762-6489
Fax: available on request
E-mail: emelnick1@gmail.com

Skills

- Back-of-the-book indexing
- Proofreading

Materials

- Biographies
- Catalogues
- Children's books
- Cookbooks
- General-audience books
- "How-to" books
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Animals/Nature
- Business
- Cinema
- Communications/Media
- Cooking
- Environment/Nature
- Gardening
- History
- Home improvement
- Sociology
- Sports/Recreation
- Travel

Working language English

Computer equipment/software PC; SKY Indexing software, Adobe Acrobat, Microsoft Word

Complementary information:

Former Central Canada Representative for ISC/SCI (2001-2007), member of the Editors' Association of Canada. A thorough indexer and a careful proofreader, I enjoy my work!

34

Natalie Neill

Toronto, ON

E-mail: nneill@yorku.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Fact checking
- Proofreading

Materials

- Anthologies
- Biographies
- Children's books
- Cookbooks
- General-audience books
- Journals
- Scholarly monographs
- Textbooks/Manuals

Subjects

• Anthropology	• Literature
• Cinema	• Music
• Communications/Media	• Philosophy
• Economics	• Politics
• Education	• Psychology
• History	• Religion

Working language English

Computer equipment/software PC; Microsoft Word

Complementary information:

Ph.D., English Literature.

I specialize in academic publications; however, I welcome all kinds of indexing projects.

Please contact me by email for an estimate or further information. I look forward to hearing from you!

35

Mary Newberry

Mary Newberry Editorial Services

133 Major Street

Toronto, ON M5S 2K9

Phone: (416) 966-1523

Fax: (416) 966-1587

E-mail: mary.newberry@rogers.com

Web site: www.marynewberryeditorialservices.com

Skills

- Back-of-the-book indexing
- Consulting
- Copyediting
- Editing
- Proofreading
- Teaching
- Writing

Materials

- Anthologies
- Biographies
- Children's books
- Cookbooks
- General-audience books
- Government documents
- Policy/Procedures
- Reports
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs
- Web sites

Subjects

- Anthropology
- Art
- Communications/Media
- Economics
- Environment/Nature
- Health and Social Services
- History
- Law
- Literature
- Politics
- Sociology
- Travel

Working language English

Computer equipment/software Mac, colour printer, scanner, fax; Windows; CINDEX, Adobe Acrobat Pro, Microsoft Office

Complementary information:

B.A. (Literature and Political Science); M.A. (English). I have indexed over 60 titles since 2001 for authors and publishers all over the world in many subjects, and in fall 2009, I was awarded the contract for a pilot project to index the Ontario Ministry of Finance's online Fall Economic Statement. My specialty is scholarly books, but I have extensive other experience, and enjoy variety. I teach indexing and substantive editing.

36

Cher Paul

Cher Paul Indexing & Editing Services

8558 N. Allegheny Avenue

Portland, Oregon 97203

U.S.A.

Phone: (503) 285-7351

E-mail: cbpaul@spiritone.com

Skills

- Abstracting
 - Back-of-the-book indexing
 - Bibliographies
 - Copyediting
 - Cumulative indexing
 - Editing
 - Image indexing
 - Index design
 - Periodical indexing
 - Writing
-

Materials

- Anthologies
 - AV materials
 - Biographies
 - Catalogues
 - Cookbooks
 - General-audience books
 - Government documents
 - Maps
 - Reports
 - Scholarly monographs
 - Technical reports
 - Textbooks/Manuals
-

Subjects

- Anthropology
 - Criminology
 - Engineering
 - Environment/Nature
 - Geography
 - Geology
 - Health and Social Services
 - History
 - Literature
 - Music
 - Psychology
 - Sociology
-

Working language

English

Computer

PC; Windows XP; SKY Indexing Software, Microsoft Word (Office)

equipment/software 2003

Complementary information:

Wide-ranging experience over more than 25 years in publishing. Subjects include humanities, music and the arts, and social, life, physical, and earth sciences. Documents include college textbooks and instructional materials, trade books, research reports, conference proceedings, governmental reports, and periodicals. Audiences range from students to peers to the public. B.A. in Comparative Literature with a minor in Mathematics. Please contact me for a résumé and titles list.

37

Ruth Pincoe

737 Palmerston Avenue
Toronto, ON M6G 2R3

Phone: (416) 530-4735
E-mail: ruth@pincoe.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Bibliographies• Copyediting• Cumulative indexing• Editing• Fact checking• Periodical indexing• Writing	
Materials	<ul style="list-style-type: none">• Anthologies• Biographies• Catalogues• Cookbooks• Correspondence/Personal files• General-audience books	<ul style="list-style-type: none">• "How-to" books• Journals• Maps• Scholarly monographs• Textbooks/Manuals• Trade monographs
Subjects	<ul style="list-style-type: none">• Art• Cinema• Cooking• First Nations• Food• History	<ul style="list-style-type: none">• Literature• Music• Performing arts• Religion• Travel
Working language	English	
Computer equipment/software	PC; CINDEX, Microsoft Word, other major software	

Complementary information:

Bachelor of Music, M.A. (Musicology). Winner of Editors' Association of Canada Tom Fairley Award for Editorial Excellence (1994). Past-president of ISC/SCI. With more than 25 years' experience in editing and indexing, I specialize in scholarly books, and work mainly in music, history, art, and literature. However, I also have extensive background in both trade and educational publishing.

38

Clive Pyne

Clive Pyne Book Indexing Services

38 Inglewood Place

Ottawa, ON K1Y 4C7

Phone: (613) 722-7998

E-mail: cpyne@magma.ca

Web site: www.cpynebookindexing.com

Skills	• Back-of-the-book indexing	
Materials	• Biographies • General-audience books • “How-to” books • Scholarly monographs • Technical manuals • Textbooks/Manuals • Trade monographs	
Subjects	• Alternative medicine • Biology • Business • Computer science • Ecology • Education • Environment/Nature	• Health and Social Services • History • Politics • Psychology • Technology
Working language	English	
Computer equipment/software	FTP, CINDEX, Adobe Acrobat	

Complementary information:

Accurate, reliable book indexing, delivered on time and to your specifications. Full-time back-of-the-book indexer of academic, reference and trade books. Please refer to web site.

39

Elspeth Richmond

bookmark: editing & indexing

4633 Hoskins Road

North Vancouver, BC V7K 2R2

Phone: (604) 988-3706

Fax: (604) 988-3706

E-mail: elspeth@telus.net

Skills

- Back-of-the-book indexing
- Copyediting
- Cumulative indexing
- Editing
- Fact checking
- Periodical indexing
- Proofreading

Materials

- Biographies
- Catalogues
- Children's books
- Cookbooks
- Correspondence/Personal files
- General-audience books
- "How-to" books
- Journals
- Office/Corporate files
- Policy/Procedures
- Scholarly monographs
- Textbooks/Manuals
- Trade monographs

Subjects

- Art
- Business
- Construction
- Cooking
- Ecology
- Environment/Nature
- Food
- Gardening
- History
- Literature
- Parenting/Child care
- Religion
- Tourism
- Travel

Working language English

Computer equipment/software Microsoft Windows, CINDEX, Microsoft Word 2010, WordEmbed

Complementary information:

Sheilagh Simpson and I, both former teachers with business experience, have been working together for several years, indexing as well as editing.

40

Frances Robinson

18 Reid Drive

Apt. 601

Mississauga, ON L5M 2A9

Phone: (905) 812-5465

Fax: (905) 812-2143

E-mail: frobinsson@rogers.com

Skills

- Back-of-the-book indexing
- Copyediting
- Cumulative indexing
- Periodical indexing
- Proofreading

Materials

- Journals
- Maps
- Medical materials
- Scholarly monographs
- Scientific data
- Technical reports
- Textbooks/Manuals

Subjects

- Archeology
- Biology
- Botany
- Chemistry
- Health and Safety
- Horseracing/Equines
- Medicine
- Microbiology
- Nursing sciences
- Parenting/Child care
- Religion/Spirituality
- Travel

Working language English

Computer equipment/software PC; Adobe Acrobat Standard, Microsoft Word, WordPerfect

Complementary information:

Have indexed over 50 books: small (medical residents' handbooks, Red Cross Canada teaching/participant manuals) to 2,000-page medical textbooks. All from referrals and repeat clients. Have proofread many publications: children's novels; Brain Quest Canada (1998), medical and physics journals. Since 1997: principal copyeditor and compositor for the medical journal *Peritoneal Dialysis International*, the official journal of the International Society for Peritoneal Dialysis.

41

Louise Saint-André

Communication Lapsus

113 Sweetland Avenue

Ottawa ON K1N 7V1

Phone: (613) 749-1662
Fax: available on request
E-mail: communication@lapsus.ca
Web site: www.lapsus.ca

Skills

- Back-of-the-book indexing
- Copyediting
- Cumulative indexing
- Editing
- Editing translations
- Proofreading
- Teaching
- Translation (English to French)

Materials

- General-audience books
- Government documents
- Journals
- Medical materials
- Reports
- Scholarly monographs
- Textbooks/Manuals

Subjects

- Ecology
- Education
- Health and Safety
- Health and Social Services
- History
- Medicine
- Pharmaceuticals
- Psychology

Working language French

Computer equipment/software PC; Microsoft Word; WordPerfect, Adobe Acrobat Standard

Complementary information:

Louise Saint-André has operated an indexing, editing and translation business since 2001. Adept at professional development, she holds a bachelor's degree in psychology and a master's degree in education. She is pursuing a bachelor's degree in translation and teaches French-language editing and indexing seminars. Her wide client base, both from the private and the public sectors, provides her with a broad perspective of the field of publishing. She is a member of CIS and a voting member of the Editors' Association of Canada.

42

Lonestar Stone

L. K. Stone Indexing
119 – 951 Goldstream Avenue
Victoria, BC V9B 6S5

Phone: (250) 474-5779
E-mail: lonestar.stone@gmail.com

Skills

- Back-of-the-book indexing
- Bibliographies
- Proofreading

Materials

- Biographies
- Catalogues
- Children's books
- Cookbooks
- General-audience books

Subjects

- Cooking
- Crafts
- Health and Social Services
- History
- Library/Information science
- Literature
- Parenting/Child care
- Religion
- Travel

Working language English

Computer equipment/software Mac and PC; CINDEX, Microsoft Office

Complementary information:

Education: Indexing: Theory and Application (UC Berkeley Extension), Master's of Library and Information Science (University of British Columbia), Bachelor of Arts, English Literature and Publishing (Simon Fraser University).

Commitment: Quality indexes that meet your specifications and your readers' needs.

43

François Trahan

P. O. Box 878

Sooke, BC V9Z 1H8

Phone: (250) 646-2527

E-mail: info@englishorfrench.com

Web site: www.englishorfrench.com

Skills

- Back-of-the-book indexing
- Cataloguing
- Fact checking
- Periodical indexing
- Proofreading
- Revising translations (French to English; English to French)
- Translations (French to English)

Materials

- E-books
- General-audience books
- Government documents
- Guidebooks
- Journals
- Maps
- Newspapers
- Reports
- Scientific data
- Scientific reports
- Trade monographs
- Web sites

Subjects

- Asia-Pacific
- Botany
- Ecology
- Education
- Environment/Nature
- Food
- History
- International development
- Science
- Sustainability
- Tourism
- Water sciences

Working languages English, French

Computer equipment/software CINDEX, Acrobat Pro, Microsoft Office, Termium Plus

Complementary information:

B.A. (French-English translation). Post-graduate diploma in Librarianship/Information Management. Studies in Environment. Diverse work in publishing (print and online), in libraries (science, arts, maps) and in other fields. Meticulous work in English or French. Recent work information available on my web site.

44

Gillian Watts

Word Watch Editorial Services

155 Arundel Avenue

Toronto, ON M4K 3A7

Phone: (416) 993-4805

E-mail: wattsbar@ca.inter.net

Skills

- Back-of-the-book indexing
 - Copyediting
 - Editing
 - Fact checking
 - Proofreading
 - Writing
-

Materials

- Biographies
 - Children's books
 - Cookbooks
 - General-audience books
 - Government documents
 - "How-to" books
 - Medical materials
 - Scholarly monographs
 - Technical reports
 - Textbooks/Manuals
-

Subjects

- Animals/Nature
 - Business
 - Communications/Media
 - Cooking
 - Environment/Nature
 - Gardening
 - History
 - Home improvement
 - Medicine
 - Performing arts
 - Visual arts
 - Women's studies
-

Working languages

English

Computer

equipment/software

PC and Mac, laser and colour inkjet printers, flatbed scanner; CINDEX, PageMaker, InDesign, QuarkXPress, Photoshop, Illustrator; Microsoft Office, WordPerfect

Complementary information:

Certificate in Publishing, Ryerson Polytechnic University (Marsh Jeanneret Award for outstanding achievement); Master of Museum Studies; B.A. Honours (History); Lake Agassiz Publication Award; member of Editors' Association of Canada; Treasurer, ISC/SCI.

45

Angela Wingfield

Fine Tune Communications
P.O. Box 143, Station Palgrave
Caledon, ON L7E 3S9

Phone: (416) 804-6929
Fax: (905) 880-4128
E-mail: awingfield@finetune.ca
Web site: www.finetune.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Copyediting• Fact checking• Proofreading• Writing
---------------	--

Materials	<ul style="list-style-type: none">• Biographies• General-audience books• Legal materials• Scholarly monographs• Trade monographs
------------------	--

Subjects	<ul style="list-style-type: none">• Aviation• Cinema• Environment/Nature• History• International development• Peace operations• Performing arts
-----------------	---

Working languages	English
--------------------------	---------

Computer equipment/software	PC; CINDEX
------------------------------------	------------

Complementary information:

"Her attention to detail is extraordinary, and frequently we have asked each other, 'What would we do without her?' Angela's enthusiasm, professionalism, and high standards are refreshing at a time when mediocrity seems to be so prevalent."

(M. MacQueen, Art Director, G.P.G.)

46

Alan Yoshioka

AY's Edit

801 – 21 Maynard Avenue

Toronto, ON M6K 2Z8

Phone: (416) 531-1857

Fax: available on request

E-mail: ay1@aysedit.com

Web site: www.aysedit.com

Skills

- Back-of-the-book indexing
- Copyediting
- Editing
- Proofreading
- Teaching
- Web site indexing
- Writing

Materials

- Directories
- General-audience books
- Medical materials
- Reports
- Scholarly monographs
- Technical manuals
- Technical reports
- Textbooks/Manuals
- Trade monographs
- Web sites

Subjects

- Communications/Media
- Education
- History
- International development
- Latin America
- Mathematics
- Medicine
- Music
- Pharmaceuticals
- Politics
- Religion
- Sociology

Working languages English, reading knowledge of Spanish

Computer equipment/software Laser printer/scanner/fax; Windows XP; MACREX, Microsoft Office 2007

Complementary information:

Detail-oriented, analytical, and reliable, I've indexed mostly scholarly books and textbooks, and I provide extra value as a final proofreader. Member of ISC since 2003 and of the Editors' Association of Canada since 1999 (lead indexer of EAC's revamped Online Directory of Editors). Degrees in math and environmental studies; Ph.D. in history of science, technology, and medicine

Indexeurs qui travaillent en français

Indexers Working in French

47

Houda Araj

CogMédia Publications

11550 P.-M.-Favier Av

Montreal-Nord, QC H1G 3X9

Téléphone : (514) 227-1275

Courriel : Houda.Araj@gmail.com

Compétences	<ul style="list-style-type: none">• Applications informatiques• Conception graphique d'index• Construction de thésaurus• Consultation• Encodage HTML• Enseignement	<ul style="list-style-type: none">• Index cumulatifs• Indexation de livres• Indexation des sites Web• Systèmes de classification
Types de documents	<ul style="list-style-type: none">• Bases de données• Biographies• Correspondance/Dossiers personnels• Documentation légale/juridique	<ul style="list-style-type: none">• Logiciels• Monographies savantes• Publications gouvernementales• Sites Web
Sujets	<ul style="list-style-type: none">• Agriculture• Bibliothéconomie• Droit• Environnement/Nature• Jardinage	<ul style="list-style-type: none">• Langues/Linguistique• Multiculturalisme• Philosophie• Religion• Sociologie
Langues de travail	français, anglais	
Équipement informatique et logiciels	Windows, Linux; LaTeX (logiciel de composition et d'indexation de texte), LaTeX Beamer (pour création de présentations et d'affiches), Vim (logiciel d'édition de texte avec expressions régulières), WordPress (logiciel de création de site Web), logiciels de gestion de projets (Windows et Bliner), Microsoft Excel, HTML, XML	

Déclaration:

Plusieurs années d'expérience dans le domaine de la classification, de l'indexation et de la construction de thésaurus. J'ai créé un système d'indexation automatique pour des documents littéraires, j'ai développé des systèmes de classification pour des archives techniques et j'ai travaillé sur la compilation de thésaurus. J'ai indexé une collection de documents juridiques dans le domaine du droit administratif et compilé des index pour des livres dans le domaine de la linguistique du français. Familière avec les formats des ebooks, des conversions en divers formats et la numérisation des documents.

J'ai une maîtrise en droit et en bibliothéconomie avec mémoire faisant l'étude du système d'indexation PRÉCIS. Ma thèse en linguistique (PhD) concerne le raisonnement analogique fondement des systèmes de classification.

Je respecte mes engagements et je travaille en collaboration avec des informaticiens pour toujours trouver de nouvelles solutions à vos problèmes.

48

Sarah Lunn

750, rue Labonté

Longueuil, QC J4H 2R7

Téléphone : (450) 679-8628

Courriel : sarahlunn@videotron.ca

Compétences	<ul style="list-style-type: none">• Applications informatiques• Catalogage• Construction de thesaurus• Correction d'épreuves• Encodage HTML	<ul style="list-style-type: none">• Index cumulatifs• Indexation de livres• Indexation de périodiques• Systèmes de classification• Vérification
Types de documents	<ul style="list-style-type: none">• Biographies• Données scientifiques• Livres de cuisine• Livres «faire soi-même»• Logiciels• Manuels• Manuels techniques	<ul style="list-style-type: none">• Monographies commerciales• Monographies savants• Ouvrages généraux• Ouvrages médicaux• Publications gouvernementales
Sujets	<ul style="list-style-type: none">• Alimentation• Bibliothéconomie• Écologie• Environnement/Nature• Histoire• Informatique• Ingénierie	<ul style="list-style-type: none">• Langues/Linguistique• Mathématiques• Santé/Services sociaux• Technologie• Télécommunications
Langues de travail	français, anglais	
Équipement informatique et logiciels	PC; imprimante; Windows XP, Windows Vista; SKY Index Professional 6.0, Adobe Acrobat 9.0, Microsoft Office	

Déclaration:

Cours d'indexation USDA (2006); Maîtrise en bibliothéconomie de McGill (2005); Bacc. en génie électrique (1999), ÉTS. J'ai travaillé dans des bibliothèques publiques et médicales.

Travail d'indexation méticuleux en anglais ou français, toujours remis dans le délai prévu.

49

Anna Olivier

Index à la Page

970, rue Aragon

L'Ancienne-Lorette, QC G2E 1M8

Téléphone : (418) 872-2709

Courriel : anna.olivier@indexalapage.com

Site Web : www.indexalapage.com

Compétences	<ul style="list-style-type: none">• Bibliographies• Conception graphique d'index• Correction d'épreuves• Création de glossaires ou lexiques• Écriture• Enseignement	<ul style="list-style-type: none">• Indexation de livres• Indexation de périodiques• Indexation de sites Web• Préparation de copie• Préparation de résumés• Rédaction
Types de documents	<ul style="list-style-type: none">• Anthologies• Cartes géographiques• Livres de cuisine• Livres «faire soi-même»• Manuels• Manuels techniques	<ul style="list-style-type: none">• Ouvrages de vulgarisation• Ouvrages généraux• Publications gouvernementales• Rapports• Revues• Sites Web
Sujets	<ul style="list-style-type: none">• Anthropologie• Art• Aviation• Développement urbain• Géographie• Histoire	<ul style="list-style-type: none">• Langues/Linguistique• Musique• Philosophie• Psychologie• Santé• Sociologie
Langues de travail	français, tchèque	
Équipement informatique et logiciels	PC et Macintosh; CINDEK, Adobe Acrobat Professionnel, InDesign, Microsoft Word, PowerPoint, Antidote	

Déclaration:

1. Formation multidisciplinaire en sciences humaines et sociales. Doctorat en géographie urbaine. Catalogage de cartes et plans.
2. Je lis énormément dans de nombreux domaines pour satisfaire ma curiosité et ma soif de connaissances.
3. Mon expérience d'enseignante et d'auteur pour public scolaire me rend très sensible à l'accessibilité des ouvrages pour tous les types de lecteurs.
4. Membre votant de l'Association canadienne des réviseurs.

50

Louise Saint-André

Communication Lapsus

113, avenue Sweetland

Ottawa, ON K1N 7V1

Téléphone : (613) 749-1662
Télécopieur : sur demande
Courriel : communication@lapsus.ca
Site Web : www.lapsus.ca

Compétences

- Correction d'épreuves
- Enseignement
- Index cumulatifs
- Indexation de livres
- Préparation de copie
- Révision de traductions
- Traduction (anglais-français)

Types de documents

- Manuels
- Monographies savants
- Ouvrages de vulgarisation
- Ouvrages généraux
- Ouvrages médicaux
- Publications gouvernementales
- Rapports

Sujets

- Écologie
- Éducation
- Histoire
- Industrie pharmaceutique
- Médecine
- Psychologie
- Santé et sécurité
- Santé/Services sociaux

Langue de travail français

Équipement informatique et logiciels CINDEX, Microsoft Word, PowerPoint, Excel, PowerPoint, Antidote HD

Déclaration:

Louise Saint-André exploite une entreprise d'indexation, de révision et de traduction depuis 2001. Adepte de la formation continue, elle est titulaire d'un baccalauréat en psychologie et d'une maîtrise en éducation, poursuit un baccalauréat en traduction et anime des ateliers de perfectionnement professionnel. Sa clientèle variée, tant publique que privée, lui offre un vaste panorama du monde de l'édition.

Membre de la SCI; membre votant de l'Association canadienne des réviseurs.

51

François Trahan

P. O. Box 878

Sooke, BC V9Z 1H8

Téléphone : (250) 646-2527

Courriel : info@englishorfrench.com

Site Web : www.englishorfrench.com

Compétences

- Catalogage
 - Correction d'épreuves
 - Indexation de livres
 - Indexation de périodiques
 - Révision de textes traduits (français-anglais, anglais-français)
 - Traduction (français-anglais)
 - Vérification
-

Types de documents

- Cartes géographiques
 - Données scientifiques
 - Guides
 - Journaux
 - Livres numériques
 - Monographies commerciales
 - Ouvrages généraux
 - Publications gouvernementales
 - Rapports
 - Rapports scientifiques
 - Revues
 - Sites Web
-

Sujets

- Alimentation
 - Asie-Pacifique
 - Botanique
 - Coopération internationale
 - Durabilité écologique
 - Écologie
 - Éducation
 - Environnement/Nature
 - Histoire
 - Science
 - Sciences de l'eau
 - Tourisme
-

Langues de travail français, anglais

Équipement informatique et logiciels CINDEX, Acrobat Pro, Microsoft Office, Termium Plus

Déclaration:

Baccalauréat en traduction français-anglais. Mineure en bibliothéconomie/gestion de l'information. Études en environnement. Postes variés dans l'édition (publications imprimées et Web), dans plusieurs bibliothèques (sciences, arts, cartes) et autres domaines. Travail méticuleux en français ou en anglais.

Consultez mon site Web pour voir quelques exemples de projets récents.

Additional Entries
Entrées supplémentaires

52

Brian Griffith

1013 – 7805 Bayview Avenue
Thornhill, ON L3T 7N1

Phone: (905) 889-7164
E-mail: pkbgriffith@yahoo.ca

Skills

- Back-of-the-book indexing
- Bibliographies
- Consulting
- Copyediting
- Editing
- Plain English editing
- Proofreading
- Writing

Materials

- Biographies
- General-audience books
- Government documents
- “How-to” books
- Policy/Procedures
- Reports
- Scholarly monographs

Subjects

- Anthropology
- Geography
- History
- International development
- Literature
- Multiculturalism
- Politics
- Psychology
- Religion
- Travel
- Women’s studies

Working language English

Computer equipment/software CINDEX, Adobe Reader, Microsoft Word

Complementary information:

I’m a self-employed editor, indexer, proofreader and writer, whose favourite subjects are history and religion. I have an editing certificate from George Brown and took indexing and copyediting at Ryerson. I formerly worked for 12 years as a full-time proofreader and I have written three published books.

53

Annette Lorek

656 Rollo Road
Gabriola, BC V0R 1X3

Phone: (250) 247-7811
E-mail: alorek@telus.net

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Cumulative indexing• Periodical indexing
Materials	<ul style="list-style-type: none">• Anthologies• Biographies• General-audience books• Government documents• “How-to” books• Journals• Scholarly monographs• Technical reports• Textbooks/Manuals• Trade monographs
Subjects	<ul style="list-style-type: none">• Anthropology• Art• Business• Ecology• Environment/Nature• First Nations• Geography• History• Medicine• Psychology• Sociology• Tourism• Visual arts
Working language	English
Computer equipment/software	PC; CINDEX, Microsoft Word

Complementary information:

I have an M.L.S. from McGill University and extensive research experience as an academic and corporate librarian. I understand how readers seek information, and how it is best organized for retrieval in an index. As a professional indexer since 1989, I have completed a large variety of successful indexing projects for academic, trade and corporate publishers.

54

Karen Griffiths

Griffiths Indexing

#79 7155 189th St.

Surrey, BC V4N 5S8

Phone: (778) 571-0853

E-mail: indexer@shaw.ca

Web site: www.griffiths-indexing.com

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Consulting• Copyediting• Index design	<ul style="list-style-type: none">• Proofreading• Teaching• Writing
Materials	<ul style="list-style-type: none">• Cookbooks• General-audience books• Guide books• “How-to” books	
Subjects	<ul style="list-style-type: none">• Community activism• Cooking• Ecology• Education• Energy• Environment/Nature	<ul style="list-style-type: none">• Food• Health and Social Services• Psychology• Sustainability• Tourism• Travel
Working language	English	
Computer equipment/software	Windows 7; CINDEXTM	

Complementary information:

10 years' experience indexing a wide range of books; indexing instructor at Simon Fraser University; contributor to ASI's *Indexing Specialties: Cookbooks* (Medford, NJ: Information Today, 2009)

55

Beverly Dunne

3777 W. 18th Avenue
Vancouver, BC V6S 1B3

Phone: (604) 730-2535
E-mail: dunontherun@shaw.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Cumulative indexing• Editing• Index design	<ul style="list-style-type: none">• Periodical indexing• Proofreading• Thesaurus construction• Writing
Materials	<ul style="list-style-type: none">• Biographies• Cookbooks• General-audience books• Government documents• Hansard• "How-to" books	<ul style="list-style-type: none">• Legal materials• Policy/Procedures• Technical manuals• Textbooks/Manuals
Subjects	<ul style="list-style-type: none">• Accounting• Business• Construction• Cooking• Economics• Finance• Food	<ul style="list-style-type: none">• Gardening• History• Law• Tax• Travel
Working language	English	
Computer equipment/software	PC; CINDEX, Microsoft Word	

Complementary information:

An index should read like a book.

My focus is banking, accounting, legislation, tax, policies, very large cumulative indices, online references, and Hansard. I also work with science, health, food, cooking, travel, and history.

My most recent project was an index for the History of the Shaughnessy Golf and Country Club.

56

Stéphanie Bilodeau

6 Hormidas-Dupuis

Gatineau, QC J9A 1E0

Phone: (613) 265-0199

E-mail: stephanie.bilodeau@gmail.com

Skills	<ul style="list-style-type: none">• Abstracting• Back-of-the-book indexing• Classification systems• Fact checking• Image indexing	<ul style="list-style-type: none">• Periodical indexing• Proofreading• Teaching• Web site indexing
Materials	<ul style="list-style-type: none">• Artifacts• AV materials• Biographies• Children's books• Cookbooks• General-audience books• Government documents	<ul style="list-style-type: none">• Reports• Technical manuals• Technical reports• Textbooks/Manuals• Web sites
Subjects	<ul style="list-style-type: none">• Animals/Nature• Construction• Cooking• Environment/Nature• First Nations• Gardening	<ul style="list-style-type: none">• Home improvement• Literature• Music• Parenting/Child care• Travel• Women's studies
Working languages	English, French	
Computer equipment/software	CINDEX, Microsoft Word	

Complementary information:

My education includes 3 years at the college level in library science plus one year of a university certificate in archives. My work experience consists of 15 years in the domains of library science and information management. I work in the government and take on projects in indexing and sometimes in the library science field. The organization of information is a talent, a strength and a passion for me. Books and their structure are my specialty.

57

Stéphanie Bilodeau

6 Hormidas-Dupuis

Gatineau, QC J9A 1E0

Téléphone : (613) 265-0199

Courriel : stephanie.bilodeau@gmail.com

Compétences

- Correction d'épreuves
 - Enseignement
 - Index cumulatifs
 - Indexation de livres
 - Indexation de périodiques
 - Indexation de sites Web
 - Préparation de copie
 - Préparation de résumés
 - Systèmes de classification
 - Vérification
-

Types de documents

- Archives
 - Artefacts
 - Biographies
 - Livres de cuisine
 - Livres pour enfants
 - Manuels
 - Mongraphies savantes
 - Ouvrages généraux
 - Plans d'archives
 - Publications gouvernementales
 - Rapports
 - Sites Web
-

Sujets

- Alimentation
 - Animaux/Nature
 - Condition féminine
 - Coopération internationale
 - Cuisine
 - Ébénisterie
 - Éducation
 - Environnement/Nature
 - Jardinage
 - Littérature
 - Rénovation
 - Sports/Loisirs
 - Tourisme
 - Voyages
-

Langues de travail français, anglais

Équipement informatique et logiciels CINDEX, Microsoft Word

Déclaration:

Ma formation consiste en 3 ans d'études collégiales en bibliothéconomie and 1 année de certificat universitaire in archivistique. Mon expérience de travail est de 15 années dans les domaines de la bibliothéconomie et de la gestion de l'information. Je travaille au gouvernement et prends des contrats d'indexation et parfois de bibliothéconomie. L'organisation de l'information est un talent, une force et une passion pour moi. Les livres and leurs structures sont ma specialisation.

58

Kim Andersen

Indexlogic.ca

5181 Dundas St.

Burnaby, BC V5B 1A4

Phone: (778) 833-3048

E-mail: kim.andersen@uleth.ca

Web site: www.indexlogic.ca

Skills	<ul style="list-style-type: none">• Back-of-the-book indexing• Cumulative indexing• Index design• Periodical indexing• Proofreading
---------------	---

Materials	<ul style="list-style-type: none">• Anthologies• Artifacts• Biographies• Cookbooks• Correspondence/Personal files• General-audience books	<ul style="list-style-type: none">• "How-to" books• Journals• Maps• Scholarly monographs• Textbooks/Manuals• Trade monographs
------------------	--	--

Subjects	<ul style="list-style-type: none">• Anthropology• Art• Cooking• Education• Environment/Nature• Gardening	<ul style="list-style-type: none">• History• Home improvement• Literature• Philosophy• Politics• Psychology
-----------------	---	--

Working language	English
-------------------------	---------

Computer equipment/software	PC; CINDEX, Microsoft Office 2003-2007
------------------------------------	--

Complementary information:

Indexlogic.ca's mission is to create the finest, value-content indexes for the Liberal and Creative Arts in hopes of encouraging a deeper understanding of the human mind, body, and spirit. We guarantee to deliver, on time, the highest quality indexes to our client's specifications. Our goal is to add real value to our client's product, enabling it to vie for a greater percentage of the publishing market. Visit us on the Web.

Indexes

Numbers point to the number preceding each individual entry; they are not page numbers.

Les numéros qui apparaissent réfèrent au numéro d'inscription de l'indexeur.

Names Index Index des noms

Acton, Ursula, 1
Anderson, Judith, 2
Araj, Houda, 47
Blackburn, Christopher, 3
Boon, Natalie, 4
Brazys, Gaile, 5
Bridge, Noeline, 6
Broderick, Jane, 7
Brown, Fred, 8
Brown, Maura E., 9
Buchanan, Patricia, 10
Collins, Jan, 11
Dalwood, Cheryl, 12
Dudgeon, Christine, 13
Dunlop, Judy, 14
Eadie, Joan, 15
Ebbs, Heather, 16
Faulkner, Gillian, 17
Gabe, Marie, 18
Hamill, Carol, 19
Hedges, Jennifer, 20
Johnson, Clara, 21
Lefler, Linda, 22
Lemmens, Cheryl, 23
Leschke, Tia, 24

Additional entries:

Griffith, Brian, 52
Lorek, Annette, 53
Griffiths, Karen, 54
Dunne, Beverly, 55
Bilodeau, Stéphanie, 56, 57
Andersen, Kim, 58

Logan, Janice, 25
Low, Vicki Soon-Ai, 26
Lunn, Sarah, 27, 48
MacDonell, Paul, 28
Macfie, Elizabeth, 29
Mather, Adrian, 30
McClellan, Audrey, 31
McDonald, Maria, 32
Melnick, Elaine, 33
Neill, Natalie, 34
Newberry, Mary, 35
Olivier, Anna, 49
Paul, Cher, 36
Pincoe, Ruth, 37
Pyne, Clive, 38
Richmond, Elspeth, 39
Robinson, Frances, 40
Saint-André, Louise, 41, 50
Stone, Lonestar, 42
Trahan, François, 43, 51
Watts, Gillian, 44
Wingfield, Angela, 45
Yoshioka, Alan, 46

Skills Index

Abstracting, 9, 12, 16, 27, 36, 56
Academic research, 28
Back-of-the-book indexing, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 52, 53, 54, 55, 56, 58
Bibliographies, 1, 6, 12, 15, 19, 26, 28, 29, 31, 36, 37, 42, 52
Cataloguing, 3, 5, 12, 15, 27, 28, 43
Classification systems, 3, 5, 11, 12, 15, 27, 28, 56
Computer applications, 8, 21
Consulting, 8, 14, 21, 35, 52, 54
Copyediting, 1, 2, 4, 7, 9, 10, 11, 12, 14, 16, 20, 23, 25, 26, 29, 31, 32, 34, 35, 36, 37, 39, 40, 41, 44, 45, 46, 52, 54
Cumulative indexing, 4, 9, 12, 27, 32, 36, 37, 39, 40, 41, 53, 55, 58
Developing style guides, 29
Editing, 7, 9, 10, 11, 12, 14, 16, 20, 23, 25, 27, 29, 31, 32, 35, 36, 37, 39, 41, 44, 46, 52, 55
Editing translations, 41
Fact checking, 5, 9, 11, 12, 16, 21, 23, 26, 27, 28, 29, 31, 34, 37, 39, 43, 44, 45, 56
HTML encoding, 8, 21, 23, 27
Image indexing, 11, 21, 36, 56
Index design, 1, 4, 8, 9, 10, 11, 14, 36, 54, 55, 58
Newsletter editing, 5
Periodical indexing, 2, 4, 6, 9, 10, 16, 19, 21, 27, 32, 36, 37, 39, 40, 43, 53, 55, 56, 58
Plain English editing, 52
Proofreading, 1, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 16, 17, 20, 22, 23, 26, 27, 28, 29, 31, 33, 34, 35, 39, 40, 41, 42, 43, 44, 45, 46, 52, 54, 55, 56, 58
Revising translations (French to English; English to French), 43
Style guide development, 29
Teaching, 6, 8, 9, 14, 16, 28, 35, 41, 46, 54, 56
Thesaurus construction, 4, 6, 12, 15, 27, 28, 55
Training, 29
Translation (English to French), 41
Translation (French to English), 43
Translations, editing, 41
Web site content management, 5
Web site indexing, 2, 4, 8, 9, 21, 22, 23, 28, 46, 56
Writing, 2, 6, 8, 9, 11, 12, 14, 16, 18, 19, 20, 21, 24, 26, 32, 35, 36, 37, 44, 45, 46, 52, 54, 55

Materials Index

Almanacs, 5, 12, 13
Annotated bibliographies, 29
Anthologies, 1, 3, 4, 12, 14, 15, 28, 32, 34, 35, 36, 37, 53, 58
Artifacts, 21, 56, 58
AV materials, 36, 56
Biographies, 1, 2, 3, 4, 6, 7, 10, 14, 16, 18, 19, 22, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 42, 44, 45, 52, 53, 55, 56, 58
Catalogues, 6, 12, 15, 22, 25, 32, 33, 36, 37, 39, 42
Catalogues, course, 29
Children's books, 1, 4, 5, 7, 14, 15, 17, 18, 20, 24, 25, 26, 31, 33, 34, 35, 39, 42, 44, 56
Cookbooks, 4, 5, 6, 7, 10, 11, 16, 18, 21, 22, 24, 25, 26, 27, 31, 33, 34, 35, 36, 37, 39, 42, 44, 54, 55, 56, 58
Correspondence/Personal files, 12, 15, 22, 37, 39, 58
Course catalogues, 29
Databases, standard, 11, 14, 21
Directories, 5, 6, 7, 11, 12, 46
E-books, 43
Editorial style guides, 29
General-audience books, 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 41, 42, 43, 44, 45, 46, 52, 53, 54, 55, 56, 58
Government documents, 4, 5, 6, 8, 9, 10, 11, 12, 14, 15, 17, 18, 19, 20, 22, 25, 27, 28, 29, 31, 35, 36, 41, 43, 44, 52, 53, 55, 56
Guidebooks, 6, 43, 54
Hansard, 55
"How-to" books, 3, 4, 5, 6, 7, 10, 11, 12, 13, 16, 18, 19, 20, 22, 24, 25, 28, 33, 37, 38, 39, 44, 52, 53, 54, 55, 58
Journals, 2, 9, 10, 11, 16, 19, 20, 27, 32, 34, 36, 37, 39, 40, 41, 43, 53, 58
Legal materials, 9, 14, 19, 45, 55
Legislation, 29
Manuals, software, 29
Manuals, technical, 5, 8, 9, 21, 27, 38, 46, 55, 56
Manuals/Textbooks, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 20, 21, 22, 25, 26, 27, 28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 46, 55, 56, 58
Maps, 36, 37, 40, 43, 58
Medical materials, 7, 9, 10, 11, 13, 16, 27, 40, 41, 44, 46
Monographs, scholarly, 1, 2, 4, 6, 7, 9, 10, 11, 14, 15, 18, 19, 23, 26, 27, 28, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 45, 46, 52, 58
Monographs, trade, 1, 2, 3, 4, 6, 7, 9, 10, 14, 15, 16, 19, 20, 23, 26, 28, 31, 32, 33, 35, 36, 37, 38, 39, 43, 45, 46
Newspapers, 28, 32, 43
Office/Corporate files, 4, 5, 11, 12, 21, 22, 39
Policy/Procedures, 5, 8, 9, 12, 14, 15, 21, 25, 29, 32, 35, 39, 52, 55

Reports, 3, 5, 10, 11, 12, 14, 17, 18, 21, 25, 28, 29, 32, 35, 36, 41, 43, 46, 52, 56
Reports, scientific, 43
Reports, technical, 8, 21, 22, 36, 40, 44, 46, 56
Scholarly monographs, 1, 2, 4, 6, 7, 9, 10, 11, 14, 15, 18, 19, 23, 26, 27, 28, 30,
31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 45, 46, 52, 53, 58
Scientific data, 9, 13, 27, 40, 43
Scientific reports, 43
Software, 8, 21, 27
Software manuals, 29
Standard databases, 11, 14, 21
Style guides, editorial, 29
Technical manuals, 5, 8, 9, 21, 27, 38, 46, 55, 56
Technical reports, 8, 21, 22, 36, 40, 44, 46, 53, 56
Textbooks, 23, 24
Textbooks/Manuals, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 18, 20, 21, 22, 25,
26, 27, 28, 29, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 44, 46, 53, 55, 56, 58
Trade monographs, 1, 2, 3, 4, 6, 7, 9, 10, 14, 15, 16, 19, 20, 23, 26, 28, 31, 32,
33, 35, 36, 37, 38, 39, 43, 45, 46, 53, 58
Web sites, 2, 4, 8, 9, 21, 22, 23, 28, 35, 43, 46, 56

Subjects Index

Accounting, 55
Aerospace, 31
Agriculture, 13, 20
Alternative health, 26
Alternative/Complementary medicine, 24, 38
Animals/Nature, 1, 2, 4, 5, 11, 13, 20, 21, 24, 26, 30, 33, 44, 56
Anthropology, 2, 14, 21, 30, 32, 34, 35, 36, 52, 53, 58
Archaeology, 21, 40
Architecture, 6, 23
Art, 6, 11, 14, 16, 18, 28, 29, 37, 39, 53, 58
Arts, performing, 20, 37, 44, 45
Arts, visual, 6, 44, 53
Asia-Pacific, 43
Asian studies, 5, 26
Aviation, 16, 28, 45
Biology, 1, 2, 11, 13, 38, 40
Botany, 40, 43
Business (see also Economics), 3, 5, 7, 8, 9, 11, 14, 21, 22, 25, 33, 38, 39, 44, 53, 55
Chemistry, 40
Chess, 28
Cinema (see also Performing arts), 6, 28, 33, 34, 37, 45
Communications/Media, 3, 7, 8, 9, 11, 22, 32, 33, 34, 35, 44, 46
Community activism, 3, 13, 15, 17, 19, 24, 31, 54
Computer science, 8, 21, 22, 27, 38
Construction, 20, 39, 55, 56
Cooking (see also Food), 4, 5, 7, 10, 11, 12, 16, 18, 21, 22, 23, 24, 25, 26, 33, 37, 39, 42, 44, 54, 55, 56, 58
Crafts, 5, 12, 18, 23, 42
Criminology (see also Law), 6, 36
Ecology (see also Environment/Nature), 2, 24, 27, 30, 32, 38, 39, 41, 43, 53, 54
Economics, 4, 6, 7, 8, 9, 34, 35, 55
Education, 11, 14, 15, 18, 20, 24, 26, 29, 30, 32, 34, 38, 41, 43, 46, 54, 58
Energy, 22, 54
Engineering, 22, 27, 36
Environment/Nature, 2, 3, 4, 9, 13, 15, 19, 21, 25, 26, 27, 30, 31, 33, 35, 36, 38, 39, 43, 44, 45, 53, 54, 56, 58
Equines (see also Horseracing/Equines), 20, 39
Ethics, 4, 29
Finance, 55
First Nations, 1, 10, 14, 15, 17, 19, 29, 30, 31, 32, 37, 53, 56
Food, 6, 7, 10, 16, 18, 21, 22, 24, 26, 27, 37, 39, 43, 54, 55
Fundraising, 12
Gardening, 10, 12, 13, 19, 23, 24, 26, 33, 39, 44, 55, 56, 58

Geography, 2, 3, 31, 36, 52, 53
Geology, 2, 28, 36
Health and Safety, 3, 5, 7, 10, 11, 16, 20, 26, 40, 41
Health and Social Services, 1, 9, 10, 11, 16, 17, 25, 27, 31, 32, 36, 38, 41, 42, 54
Heritage, 6
History, 3, 4, 6, 7, 9, 10, 13, 14, 15, 16, 18, 19, 20, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 41, 42, 43, 44, 45, 46, 52, 53, 55, 58
Home improvement, 10, 12, 33, 44, 56, 58
Horseracing/Equines, 40
Hospitality/Entertainment, 7
International development, 3, 26, 43, 45, 46, 52
Labour, 5, 9, 15, 19, 31
Languages/Linguistics, 2, 15, 26, 27
Latin America, 46
Law (see also Criminology), 9, 14, 19, 20, 35, 55
Legislation, 29
Library/Information science, 5, 10, 12, 20, 27, 28, 42
Linux, 8
Literacy, 5, 17
Literature, 3, 4, 6, 9, 11, 12, 14, 15, 16, 23, 28, 29, 31, 32, 34, 35, 36, 37, 39, 42, 52, 56, 58
Mathematics, 22, 27, 46
Medicine (see also Pharmaceuticals), 7, 11, 13, 16, 40, 41, 44, 46, 53
Microbiology, 13, 40
Multiculturalism, 1, 3, 17, 26, 52
Municipal affairs, 25, 29
Music (see also Performing arts), 2, 12, 23, 24, 31, 34, 36, 37, 46, 56
Nursing science, 40
Open source, 8
Open standards, 8
Outdoor recreation (see also Sports/Recreation), 4
Parenting/Child care, 5, 12, 18, 22, 24, 25, 39, 40, 42, 56
Peace operations, 45
Performing arts (see also Cinema; Music), 20, 37, 44, 45
Pharmaceuticals, 11, 16, 20, 41, 46
Philosophy, 3, 4, 15, 18, 28, 34, 58
Political science, 6, 29
Politics, 7, 9, 10, 14, 15, 19, 23, 25, 26, 28, 30, 31, 32, 34, 35, 38, 46, 52, 58
Popular culture, 4, 23
Psychology, 1, 5, 14, 18, 25, 34, 36, 38, 41, 52, 53, 54, 58
Psychology, self-help, 20
Religion, 1, 3, 4, 6, 12, 15, 29, 32, 34, 37, 39, 42, 52
Religion/Spirituality, 40
Risk management, 29
Rural planning, 2
Science, 43

Social science, 29
Sociology, 1, 5, 9, 14, 15, 18, 20, 23, 25, 28, 29, 32, 33, 35, 36, 53
Spirituality, 24, 39
Sports/Recreation, 2, 13, 16, 18, 20, 23, 24, 30, 33
Sustainability, 43, 54
Tax, 55
Technology, 4, 8, 21, 22, 27, 38
Telecommunications, 8, 22, 27
Tourism, 7, 12, 22, 25, 39, 43, 53, 54
Travel, 6, 7, 10, 12, 14, 33, 35, 37, 39, 40, 42, 52, 54, 55, 56
Urban planning, 2, 19, 23
Vehicles and traffic, 29
Vision care, 16
Visual arts, 6, 44, 53
Water sciences, 43
Women's studies, 15, 19, 20, 25, 31, 32, 44, 52, 56

Index des compétences

Applications informatiques, 47, 48
Bibliographies, 49
Catalogage, 48, 51
Conception graphique d'index, 47, 49
Construction de thesaurus, 47, 48
Consultation, 47
Correction d'épreuves, 48, 49, 50, 51, 57
Création de glossaires ou lexiques, 49
Écriture, 49
Encodage HTML, 47, 48
Enseignement, 47, 49, 50, 57
Index cumulatifs, 47, 48, 50, 57
Indexation de livres, 47, 48, 49, 50, 51, 57
Indexation de périodiques, 48, 49, 51, 57
Indexation de sites Web, 47, 49, 57
Préparation de copie, 49, 50, 57
Préparation de résumés, 49, 57
Rédaction, 49
Révision de textes traduits (français-anglais, anglais-français), 51
Révision, de traductions, 50
Systèmes de classification, 47, 48, 57
Traduction (anglais-français), 50
Traduction (français-anglais), 51
Vérification, 48, 51, 57

Index des types de documents

Anthologies, 49
Archives, 57
Artefacts, 57
Bases de données, 47
Biographies, 47, 48, 57
Cartes géographiques, 49, 51
Correspondance/Dossiers personnels, 47
Documentation légale/juridique, 47
Données scientifiques, 48, 51
Guides, 51
Journaux, 51
Livres de cuisine, 48, 49, 57
Livres « faire soi-même », 48, 49
Livres pour enfants, 57
Livres numériques, 51
Logiciels, 47, 48
Manuels, 48, 49, 50, 57
Manuels techniques, 48, 49
Monographies commerciales, 48, 51
Monographies savantes, 47, 48, 50, 57
Ouvrages de vulgarisation, 49, 50
Ouvrages généraux, 48, 49, 50, 51, 57
Ouvrages médicaux, 48, 50
Plans d'archives, 57
Publications gouvernementales, 47, 48, 49, 50, 51, 57
Rapports, 49, 50, 51,, 57
Rapports scientifiques, 51
Revue, 49, 51
Sites Web, 47, 49, 51, 57

Index des sujets

Agriculture, 47
Alimentation, 48, 51, 57
Animaux/Nature, 57
Anthropologie, 49
Art, 49
Asie-Pacifique, 51
Aviation, 49
Bibliothéconomie, 47, 48
Botanique, 51
Condition féminine, 57
Coopération internationale, 51, 57
Cuisine, 57
Développement urbain, 49
Droit, 47
Durabilité écologique, 51
Ébénisterie, 57
Écologie, 48, 50, 51
Éducation, 50, 51
Environnement/Nature, 47, 48, 51, 57
Géographie, 49
Histoire, 48, 49, 50, 51
Industrie pharmaceutique, 50
Informatique, 48
Ingénierie, 48
Jardinage, 47, 57
Langues/Linguistique, 47, 48, 49
Littérature, 57
Mathématiques, 48
Médecine, 50
Multiculturalisme, 47
Musique, 49
Philosophie, 47, 49
Psychologie, 49, 50
Religion, 47
Rénovation, 57
Santé, 49
Santé et sécurité, 50
Santé/Services sociaux, 48, 50
Science, 51
Sciences de l'eau, 51
Sociologie, 47, 49
Sports/Loisirs, 57
Technologie, 48
Télécommunications, 48
Tourisme, 51, 57
Voyages, 57