

Bulletin

Indexing and Abstracting Society of Canada
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Société canadienne pour l'analyse de documents
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CALGARY CONVENTION

...time to make plans!



Indexing & Abstracting
Society of Canada
Société canadienne
pour l'analyse de documents

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www.indexingsociety.ca

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Membership Report

as of March 2004

By Joan Eadie

IASC/SCAD would like to welcome the following new members:

Eve Comrie of Athabasca, AB evect@athabasca.ca
URL www.athabasca.ca
Elizabeth Thompson of Toronto, ON editing@thompsonediting.com
URL www.thompsonediting.com
Thérèse Shere of Healdsburg, CA tshere7566@aol.com
Kathleen Bell of Calgary, AB kbell@mtroyal.ca
Liz Elliott of Toronto, ON lelliott@iapa.on.ca
Wendy Harris of New Westminster, BC elephantscribe@shaw.ca
Krista Zundel of New Westminster, BC kristazundel@yahoo.ca
Stephen Valentine of Salt Lake City, UT valentinesj@dschurch.org
Jennifer Young of Wentworth North, QC jyoung@gapsearch.com

Please note the following changes to your Fall 2003 Directory:

E-mail address changes:

Rachel Rosenberg rachel@wordgoddess.com
Ruth Pincoe ruth@pincoe.ca
Brenda Hudson bhudson@leg.gov.mb.ca
Maria H. McDonald salamanderindexing@yahoo.ca
Raven Girard adminindex@sympatico.ca

Mailing address changes:

Patricia Buchanan 75–200 Owl Drive, Ottawa, ON K1V 9P7
Pamela Ovington PO Box 101, Dewdney, BC V0M 1H0

Joining IASC/SCAD

Membership Categories and Fees

Individual (\$55)
Student (\$35)*
Institution (\$65)
(For members outside Canada, add CDN \$10.)

* Student membership is available for full-time students only. Please inform IASC/SCAD of your course name/institution.

Membership Renewal Notice

June renewals will soon be due. To renew please fill in the form at the following link: www.indexingsociety.ca/application.html and send with your cheque to the address on the form.

IMPORTANT: Please remember to add the IASC/SCAD membership secretary to your list of people to contact when your details change.

Joan Eadie
Membership Secretary IASC/SCAD
jeadie1@cogeco.ca

Advertiser Guidelines

The IASC/SCAD *Bulletin* accepts advertisements at the following rates:

Full page	CDN \$80
Half page	CDN \$40
Quarter page	CDN \$20
Business card	CDN \$15

Advertisers are asked to supply camera-ready copy in PDF format.

Author Guidelines

Articles of up to 2,500 words may be submitted without contacting the editor concerning publication time or space limitations.

Please submit articles electronically in DOC or RTF formats and artwork in PDF format.

Photographs may be provided in TIF format.

President's Message

By Ruth Pincoe

Marching Forward – The Society of Indexers Conference

Last month had the great pleasure of representing IASC/SCAD at the Society of Indexers 2004 conference, held in Chester, England, April 2 to 4, 2004. The gathering consisted of about 100 people, including delegates, speakers, and workshop leaders. Most of the attendees were from England and Scotland but there were a few from Ireland. Delegates from abroad included Frances Lennie from the American Society of Indexers (ASI), Marlene Burger from the Association of Southern African Indexers and Bibliographers (ASAIB), and several indexers from the Netherlands. Gale Rhoades, another friendly face from the United States was one of the workshop presenters. Although there were several separate workshops on the Friday morning and early afternoon, the conference officially opened on Friday afternoon with welcome speeches followed by a fascinating presentation on the John Rylands Library by Anne Young, a member of the library staff. Anne's presentation covered both the special collections at the library – with an emphasis on early indexing practices – and on the building itself. You can see photographs of the building (a fine example of Neo-Gothic architecture designed by Basil Champneys) and find information about the extensive rare book and manuscript holdings of the library at <http://rylibwerb.man.ac.uk>. This presentation was followed by a reception, dinner, and a light-hearted talk by Frances Lennie on historical aspects of indexing.

Saturday was a busy day that included six presentations and two workshop sessions. Presentation topics included "Working for non-publishers," a session on semantics for web indexing, a presentation on hardware and software "tools of the trade," a panel on the global marketplace, a talk on working with Adobe Acrobat and PDFs, and a panel on marketing that included communication with clients and website design. The presentations were relatively short, but never seemed rushed. The day ended with a second reception, dinner, and a wonderful quiz.

One of the workshop sessions, I chose was a presentation on indexing for Cambridge University Press. As some IASC/SCAD members are aware, CUP has introduced a new procedure in which indexers work from unedited manuscript

Your Online *Bulletins* may be found at:

www.indexingsociety.ca/BULLETIN_Spring_2002.pdf
www.indexingsociety.ca/BULLETIN_Summer_2002.pdf
www.indexingsociety.ca/BULLETIN_Autumn_2002.pdf
www.indexingsociety.ca/BULLETIN_Winter_2002.pdf
www.indexingsociety.ca/BULLETIN_Spring_2003.pdf
www.indexingsociety.ca/BULLETIN_Winter_20032004.pdf
www.indexingsociety.ca/BULLETIN_Spring_2004.pdf

Editor, comments from ...

By Raven Girard

As you are probably aware, Rachel Rosenberg usually writes this column, as she held the title of Editor. With the recent changes to the Executive and reshuffling of the *Bulletin* staff to make putting it out more manageable, Rachel has left the old Editor position and agreed to stay on in the new Consulting Editor position. She has left very large shoes to fill, as she put a tremendous amount of work into the *Bulletin* over the years, and I hope to rise to the occasion and assist this newly formed team in the upcoming years. In fact, the entire *Bulletin* crew and Executive deserve a resounding cheer from all members here and abroad for their on-going efforts in bringing this newsletter to fruition four times a year. Now, having said the mushy stuff, let's move on to new stuff. There are a couple of items I wish to mention.

The first one is that here in Canada we are proud to have two official national languages—French and English. The Executive has noticed that there is not much French content in the *Bulletin* and would like to provide more of a forum for our French indexing community. Therefore, I am hoping to be able to put together enough material for a French section in the next issue of the *Bulletin*. In order to do this, I need to know from our French indexers topics that reflect the French indexing community as well as participation from our French-speaking members in submitting articles, links, anecdotes, et cetera, that they would like to share with their colleagues, both French- and English-speaking. In doing this, we will be able to bring the *Bulletin* into new areas and better represent our country's bilingualism. Please contact me with any ideas or comments at my e-mail address below.

The second item I wish to mention is that we are gearing up for our annual IASC/SCAD Conference and General Meeting, which will be held in Calgary, Alberta, this year from June 3 to 4, 2004. For those who wish to spend more time in the wonderful province of Alberta, I have put together some links that should provide you with more activities for the Calgary area, both before and after the conference, should you wish to explore Calgary a bit further.

Calgary Information/Tourist Sites

www1.travelalberta.com/content/citiestowns/calgary.cfm?src=google&Cat=YrRnd&cl=Calgary&kw=calgary

www.calgary.ca/cweb/communities/community.asp?UserID=2&CommunityID=203

Continued on page 10

Call for *Bulletin* Contributions

We are always looking for contributions to the IASC/SCAD *Bulletin*. If you have any tips, reports, interesting Web sites or other reference sources, new information, or anything else you'd like to share with your fellow indexers, please contact the Editor, Raven Girard at admindex@sympatico.ca.

Annual Conference and AGM Calgary, June 3–4, 2004

Here's hoping many of you have already registered for the IASC/SCAD annual conference to be held at the Southern Alberta Institute of Technology (SAIT) (www.sait.ab.ca) in Calgary on June 3 and 4. For those of you who haven't yet registered, take a moment to reflect on the following conference summary.

- sessions presented by four internationally recognized experts:
 - Kari Kells
 - Nancy Mulvany
 - Gale Rhoades
 - Fred Brown
- wide-ranging content, with the emphasis on practical application and skill development:
 - pre-conference seminar and in-depth discussion of submitted indexes (30 people maximum)
 - future trends in book indexing
 - Word 2000 applications to indexing
 - Web indexing
- a chance to learn, network, and socialize with friends old and new
- inexpensive accommodations at SAIT
- two conferences in one trip—the Editors' Association of Canada (EAC) conference, June 4–6, is also being held at SAIT

And when you've explored Calgary's downtown shops and attractions, why not spend a day or two sightseeing in Alberta? How about taking a drive west to Banff and Lake Louise in the Rockies, or east to the world-famous Royal Tyrrell Museum of Palaeontology at Drumheller, and the Dinosaur Provincial Park (a UNESCO World Heritage Site)?

For full details of the IASC/SCAD conference, visit www.indexingsociety.ca/conferences.html

For full details of the EAC conference, visit www.editors.ca/conference2004



Kari Kells
www.indexw.com/portrait.htm

CALENDAR OF EVENTS

June 3 – Pre-conference Seminar

Kari Kells – *Indexing Challenges, Multiple Solutions*

A practical intermediate/advanced indexing seminar. Attendees will be given a sample text to index in advance, if they wish. The group will discuss various solutions to the challenges that the sample text presents and will compare the various indexes submitted by participants.

Kari Kells teaches indexing through her own business (www.indexw.com), the Graduate School of the USDA (U.S. Department of Agriculture), and universities throughout the U.S. Pacific Northwest.

June 4 – Conference Sessions

Nancy Mulvany – *Book Indexing Is Alive and Well*

Nancy Mulvany will discuss the future of the book, and book indexes, in this keynote presentation. She takes an engaging look at e-books, the sorry state of automatic indexing tools, publishing industry trends, and the book index as an elegant findability aid.

Nancy Mulvany is a book indexer (www.bayside-indexing.com), author of *Indexing Books* (University of Chicago Press), and publisher of the *I-TORQUE* newsletter (www.i-torque.us). Nancy has taught university-accredited book indexing courses for 15 years at various institutions.



Left:
Nancy
Mulvany



Right:
Gale
Rhoades

Gale Rhoades – *MSWord for Indexers*

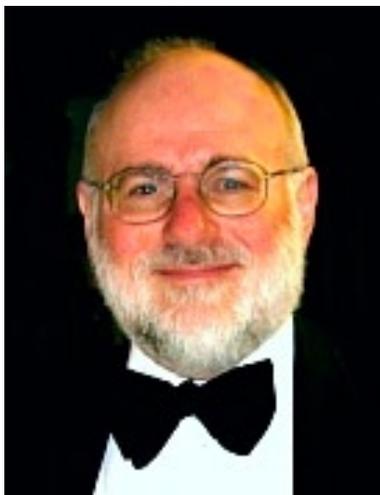
Gale Rhoades will demonstrate Word functions, tips, and tricks most often needed by indexers working with stand-alone indexing software such as Cindex, MACREX, and Sky. Gale is the North American publisher of the MACREX indexing software and a consultant specializing in making computer use more like toasting bread than rocket science. She developed many of her skills and techniques while

-serving 10 years as executive director of the non-profit Fog International Computer Users' Group.

Fred Brown – Constructing Web Indexes and Other Navigational Aids

This hands-on workshop explores alternative ways of helping Web site users to find information—Web indexing, taxonomies, online thesauri, metadata, and topic maps. By the end of the session participants will understand the basic principles and issues of effective Web navigation, be familiar with the major types of Web navigation aids, understand the issues in employing a specific type of Web navigation, and understand where back-of-the-book indexing skills can be applied in the Web environment.

Fred Brown, who lives in Ottawa, specializes in indexes and other navigation aids for Web sites and intranets. He is a recipient of the Australian Society of Indexers (AusSI) Web Indexing Award.



Fred
Brown

Notice of Motion: Fee Increase

After careful consideration of the IASC/SCAD budget for 2004 and 2005, and in view of increasing costs in critical areas such as postage and printing, the Executive decided that an increase in IASC/SCAD membership fees was inevitable. We have not increased the membership fees in a number of years, but now we have no alternative. The following motion will be brought to the Annual General Meeting to be held in Calgary on 4 June, 2004.

Motion: that annual membership fees be increased according to the following schedule:

Individual (in Canada)	\$75
Individual (abroad)	\$80
Institutional	\$90
Student (full time, with documentation)	\$40

The fee increase will take effect as of 1 January, 2005.

Marching Forward: The Society of Indexers Conference

By Ruth Pincoe

Last month I had the great pleasure of representing IASC/SCAD at the Society of Indexers 2004 conference, held in Chester, England, April 2 to 4, 2004. The gathering consisted of about 100 people, including delegates, speakers, and workshop leaders. Most of the attendees were from England and Scotland, but there were a few from Ireland. Delegates from abroad included Frances Lennie from the American Society of Indexers (ASI), Marlene Burger from the Association of Southern African Indexers and Bibliographers (ASAIB), and several indexers from the Netherlands. Gale Rhoades, another friendly face from the United States, was one of the workshop presenters. Although there were several separate workshops on the Friday morning and early afternoon, the conference officially opened on Friday afternoon with welcome speeches, followed by a fascinating presentation on the John Rylands Library by Anne Young, a member of the library staff. Anne's presentation covered both the special collections at the library—with an emphasis on early indexing practices—and on the building itself. You can see photographs of the building (a fine example of neo-Gothic architecture designed by Basil Champneys) and find information about the extensive rare book and manuscript holdings of the library at rylibwerb.man.ac.uk. This presentation was followed by a reception, dinner, and a light-hearted talk by Frances Lennie on historical aspects of indexing.

Saturday was a busy day that included six presentations and two workshop sessions. Presentation topics included "Working for Non-publishers", a session on semantics for Web indexing, a presentation on hardware and software "tools of the trade", a panel on the global marketplace, a talk on working with Adobe Acrobat and PDFs, and a panel on marketing that included communication with clients and Web site design. The presentations were relatively short but never seemed rushed. The day ended with a second reception, dinner, and a wonderful quiz.

One of the workshop sessions I chose was a presentation on indexing for Cambridge University Press. As some IASC/SCAD members are aware, CUP has introduced a new procedure in which indexers work from unedited manuscript and use numeric codes rather than page numbers in the index. The indexer is also responsible for marking the codes in the manuscript. It was heartening to learn that our British colleagues have had as much trouble with this system as I did (with the one index I wrote using this method). The good news is that CUP will introduce a new method that involves working with electronic files rather than hard copy.

On Sunday morning there were two final sessions: one on Internet security and the other on stress management—an

interesting combination! The talk on Internet security, presented by Ian Kingston, was particularly informative (for more information, visit www.iankingston.com/siconf). These sessions were followed by an international session during which Frances Lennie, Marlene Burger, and I gave brief reports on the activities of our respective societies. It was especially interesting to hear Marlene's description of ASAIB, as they face some of the same challenges that we have in Canada with a relatively small membership spread across a large country. ASAIB is presenting a one-day conference entitled "Book Indexing and Beyond" in Johannesburg, South Africa, on 17 September, 2004. For more information about the conference and their organization, see the ASAIB Web site at www.asaib.org.za. The conference ended with a short session on SI business, followed by lunch.

I found the SI conference not only exciting and professionally valuable but also highly enjoyable. The SI manages to combine a tightly scheduled stimulating program with a relaxed informality. I felt at home from the very beginning, and met a number of fascinating people. My experience at this conference made me realize how much we as indexers have in common, and I am thankful that we have an international structure that has great potential to enrich us all.

Accreditation: Could It Happen Here?

The answer is a qualified yes, owing to a recent decision by the Society of Indexers (SI) in Britain to open their training course—which up to now has been restricted to members of SI—to members of all the indexing societies. We are still at an early stage, but the basic idea is that members of IASC/SCAD can take the SI course. SI will continue to administer the course and fees will be paid to them. However, members who pass the course will have accreditation in IASC/SCAD, and accreditation records would be maintained by IASC/SCAD. Needless to say, there are a number of details to be worked out over the coming months, but the most important aspect of this new situation is that Canadian indexers will have access to an excellent indexing course. The Executive will provide additional information as it becomes available, and on-going discussion can take place on the IASC/SCAD members e-mail forum. You can find more information about the SI training course at the SI Web site (www.socind.demon.co.uk).

ASI/Wilson Award Announced

By Marilyn Anderson, ASI Publicity Chair

The Wilson Award Committee of the American Society of Indexers (ASI) is very pleased to announce the recipient of the Wilson Award for 2003 is Janet Russell for her index to *Anglo-American Cataloging Rules*, second edition, 2002 revision (2003 update).

The Anglo-American Cataloguing Rules (AACR) are "designed for use in the construction of catalogues and other lists in general libraries of all sizes. The rules cover the description of, and the provision of access points for, all library materials commonly collected at the present time." The rules are published jointly by the American Library Association, the Canadian Library Association, and CILIP, the Chartered Institute of Library and Information Professionals (London).

Speaking for the committee, Janet Perlman commented that "the Wilson jury felt that the index exhibited excellence in its accuracy, completeness, and ease of use. The index had a level of complexity matching that of the document, and the indexer's use of the text's language reflected good indexing practice and anticipated the needs of its primary users: cataloguers."

The ASI/Wilson Award honours indexers and publishers who provide high-quality indexes to serve their readers.

Additional information about the Wilson Award is available at www.asindexing.org.

Additional information about the Anglo-American Cataloguing Rules (AACR) is available at www.nlc-bnc.ca/jsc.

The Wilson Award will be presented on Thursday, May 13, at the opening conference dinner and award ceremony of ASI's Annual Conference in Alexandria, Virginia. Details of the conference can be found at www.asindexing.org/site/mtgs.shtml.

Please join us in congratulating Janet Russell and the publishers for their award.

P R O F I L E

Donna Kynaston

Geneva, Switzerland

What attracted you to indexing?

I was attracted to indexing because it seemed to be a logical kind of work for an archivist and records manager to branch out into. Both indexing and archival work require an understanding of hierarchical relationships, and both involve the creation of tools to guide those using the original records or works. It seemed logical to me, anyway, although it seems that surprisingly few archivists also do indexing, or vice versa.

How long have you indexed?

I was first hired to do an index to a group of archival records 15 years ago, but I didn't really turn my attention to other kinds of indexing until about two years ago. Fourteen years ago a colleague and I created a thesaurus to be used for subject indexing in B.C. Archives, so I've been interested in indexing a long time, although I didn't really focus on it for years.

What was your favourite indexing project?

My favourite indexing project was indexing several dozen oral histories about the history of a health care facility run by a religious organization in Calgary. I agreed to transcribe the oral histories as part of my contract, which was a mistake, as it was incredibly time-consuming, but the indexing itself was fascinating.

How did you learn to index?

I audited an indexing course in 1988–89 while I was in the Master of Archival Studies programme at UBC, I did most of the USDA Basic Indexing course, I read a lot about indexing, and I practised a lot. One of the things that interests me most in archival work is name and subject authority work, which obviously ties in well with indexing.

What indexing software do you use?

I use Cindex, because it was the first one I tried and it seemed to work fine. I had meant to try Macrex and Sky, but in the end didn't get around to it.

Do you do other editing/writing work?

I do as a part of my archives and records management work, and I'm a partner in a small business where we research, write, and voice historical driving tours. I write when I'm interested in writing about something, but I don't market myself as a writer or editor.

Do you read apart from indexing? If so, what types of materials?

I read a lot of history and a lot of fiction, pretty much any kind.

If you wish, tell us a bit about your personal circumstances.

I've been an archivist for almost 18 years. Several years ago I decided to broaden the scope of my work and move more into indexing. I was gradually doing this when I was offered a contract last year at the World Health Organization in Geneva, Switzerland, where I've been since. I'm revising and developing the WHO records retention schedules and revising the WHO records classification scheme. So I'm not sure I'm a particularly good candidate for a profile here, since I seem to be veering back towards archives and records management work!

Have you attended indexing conferences here or overseas?

I attended the IASC/SCAD / ASI conference in Vancouver last June and found it really, really worthwhile.

Crossword Answers

(See page 13)

33. HARD	6. EDIT	24. GALLEY
32. MAIN	5. IMPORT	23. WIDE
30. PURGE	3. DELETE	22. CALGARY
28. PROGRAM	2. SR.	20. TEXT
27. FONT	1. PDF	19. EM
25. COLUMN	DOWN	18. COLON
21. TASK	35. ENTRY	14. OPTIONS
18. CHECK	34. HEADING	13. FEES
17. REPLACE	31. OMIT	11. PASTOR
16. SEE ALSO	30. PAGE	10. DUMMY
15. PAYCHECK	29. BOOK	7. WEB
12. SEARCH	28. PROFILE	4. FILTER
9. APPEND	26. OFFICE	2. SCAD
8. RUN IN		ACROSS

WHAT'S NEAR SAIT?

SECOND CUP

NORTH HILL STATION
2025 - 16TH Avenue NW
CALGARY Alberta
403) 282-6778

EARL'S RESTAURANT

1110 - 16th Avenue
Calgary, AB, T2M 0K8
Telephone: (403) 289-2566

EARL'S WI-FI HOTSPOT

www.jiwire.com/wi-fi-wireless-hotspot-calgary-alberta-ab-ca-earls-16th-ave-68683.htm



Editor, comments from . . . (continued)

For those who wish to learn more about Calgary's history, perhaps these historical sites around Calgary will prove enlightening:

www.discovercalgary.com/FeaturesReviews/LocalAttractions/8-44.htm

www.fortcalgary.ab.ca/

For those who wish to take in a show, a great variety of shows are taking place within a two-week period of the Calgary Conference, such as

Aerosmith	May 20th
<i>Grease</i>	May 26th
Beethoven in the Badlands	May 29th
Shania Twain	June 14th

And for the kids, the Calgary International Children's Festival will be playing many different dates and locations in and around Calgary.

If you are interested in any of the above shows or wish to check out more yourself, here is the link to Ticketmaster for Calgary:

www.ticketmaster.ca/section?tm_link=tm_home_a_home

Lastly, I hope that with the oncoming of spring (here in southern Ontario, we are still waking up occasionally to a light dusting of snow) we are all able to get outside and shake those winter cobwebs out. Again, if there is anything you wish to have included in the *Bulletin* or any comments or concerns, please do not hesitate to contact me at admindex@sympatico.ca.

Raven Girard
Managing Editor

P.S. For more Calgary conference links, see the box below.

Indexing Indian Style

By Gurudutt Kamath

I have 17 years of technical writing experience, both in India and abroad. Most of my writing is of course for a world audience. Even though I have provided my own indexes for my user manuals and help files, indexing is a new interest to me. In my current indexing assignment, my documentation manager from the USA recommended the *Chicago Manual of Style*. I dusted off my 13th edition and began reading the indexing chapter. I decided to give a workshop on indexing in India, as this is a new profession here.

Two days before the workshop I discovered that the 15th edition is the latest. I frantically went from bookshop to bookshop and scoured the suburbs for the book, with no luck (I must have spent more than the cost of the book). Next day I frantically rang up all the top bookshops in Bombay and some lesser-known shops. I thought everyone would know about the *Chicago Manual of Style*, having already purchased three versions in a decade.

To my great surprise, everyone asked me what the book was about. Even a bookshop which is an icon in this city did not recognize the book! Surprisingly, everyone asked me, "What is the subject of the book? Is this a book on fashion?" I got mad at all of them for failing to recognize a well-known book. What irritated me most was the question about fashion! I could not figure out why everyone was connecting a literary book with fashion. Finally, it dawned on me why they were mistaking it for a fashion book. Apparently, 'style' was 'fashion', at least in Bombay, if not in Chicago! I am sure there must be at least a few libraries in India and in the world where the book is catalogued under Fashion!

Gurudutt Kamath
Technical Writer and Indexer, Bombay, India

www.documentorg.com/indexi.htm
(my humble indexing page)

CONFERENCE LINKS

Getting to Calgary

www.aircanada.ca/services/upgrade
www.westjet.com
www.jetsgo.net/> <http://www.jetsgo.net>

Hotels

www.residenceconferencecentre.com/calgary
www.fairmont.com/palliser

Newspapers

www.calgarysun.com
www.canada.com/calgary/calgaryherald/index.html

Restaurants

www.discovercalgary.com/Calgary/Restaurants/

Tourism

www.calgaryplus.ca/portal/index.jsp

Transit

www.calgarytransit.com

Venues

www.sprucemeadows.com

B O O K R E V I E W

Genealogy and Indexing

*Edited by Kathleen Spaltr
(Information Today, Inc. / American Society of Indexers, Inc.)
ISBN 1-57387-163-X
<http://books.infotoday.com/books/GenealogyIndexing.shtml>*

As most of the contributors to this book point out, good indexing is crucial to genealogical work. A genealogical index, whether to a publication or to genealogical data, is one index that will be used, and mistakes or inadequacies in it will be noticed.

Indexes are secondary sources that always contain the possibility of error, and this is especially significant for genealogical indexes, from the point of view of both creation and use. Many genealogical indexes are created by researchers, historians, and professional genealogists rather than by professional indexers. The advantages of this are the time that can be committed to producing the index and the care and knowledge that goes into it. The disadvantages are limited distribution of the final product—often self-published with a small print run—and a lack of indexing expertise, resulting in problems in the index. Because many genealogical indexes (particularly those that are not back-of-the-book) are used separately from the primary sources to which they provide access, and sometimes instead of them, the index must sometimes act as a stand-alone resource, increasing the need for reliability.

This book is divided into 10 chapters of varying length, level, and intended audience. The foreword implies that the book is for genealogists who will be undertaking their own indexing projects, but the rest of the book is directed variously at indexers who need to know more about how to specialize in genealogical indexing, researchers who need to know how to find and use genealogical indexes, and genealogists who need to know the basics of proper indexing procedures. Most of the chapters emphasize both that indexing is essential to genealogy and that indexing names properly is the most difficult and important aspect of genealogical indexing.

A few minor complaints: This book contains many examples, often in such tiny print that they are hard to read. The book also could have contained more information about indexing software or even embedded software (genealogical software is not usually suitable for indexing), more information about indexing databases and the Internet, and more information about issues such as commercial versus free genealogical indexes. However, these points do not detract from the usefulness of the book, although they might point to the eventual need for another volume.

In the first chapter, “The Interface Between Genealogy and Indexing”, Marina Michaels points out the similarities between genealogy and indexing. The author focuses more on genealogy than on indexing, but emphasizes the specific difficulties of indexing genealogical materials and works. She includes a basic explanation of genealogical methodology and terminology.

Jim Pellen’s “The Importance of Genealogical Indexing” is written from a genealogist’s point of view. The author focuses on U.S. federal census indexes and provides details of the holdings and resources, including indexes, of the Church of Jesus Christ of Latter-Day Saints (Mormon) Family History Library (FHL).

Some of these resources, such as Ancestral File and IGI, contain inaccuracies and inconsistencies because entries to them are submitted by a wide range of amateur and professional genealogists. This points to the need for standards in genealogical indexing, which are mentioned in two later chapters.

“The Standards Conundrum”, by Marcy Brown, is a guide to existing standards for genealogical indexing. The author points out that the easiest standards to establish are those for indexing narrative genealogical works, such as family, church, and local histories, and that most existing standards are for this type of genealogical work. She discusses the difficulty of establishing standards given the wide variations of genealogical record types and formats, not to mention the differing age, size, completeness, and quality of genealogical sources. She provides a useful comparison and critique of such standards as there are in this area, and briefly mentions Soundex, multisource indexing, and data models, which address standardization of genealogical description rather than genealogical indexing, with obvious implications for indexing. She also points out the lack of standards for genealogical information, including indexes, on the Internet and in searchable databases.

“Further Thoughts on Standards for Genealogical Indexing”, by Enid L. Zafran, is directed at the beginning indexer. The author suggests studying existing genealogical indexes to learn more about how to create them; this is especially useful when they include an explanation of how they were compiled or a summary of rules. She also critiques other sources of standards for genealogical indexing.

In “Names in Genealogical Indexing: Form and Entry”, Noeline Bridge provides a detailed, clear outline of the intricacies of name indexing, including how to index personal, corporate, and geographical names. She includes a discussion of choices regarding form and levels of detail.

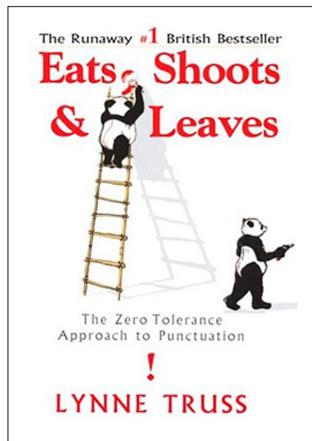
“Genealogical Index Types Compared: Notes from a Reference Librarian’s Search”, by Cynthia R. Letteri, is written from the point of view of a reference librarian, with the researching public in mind. She uses a specific fictional project as an example and provides an overview of various available genealogical indexes, including a list of relevant indexes for the fictional search. She also makes suggestions about which kinds of genealogical indexes still need to be created.

Enid L. Zafran’s second chapter, “Query This: Indexing of Genealogical Queries”, is a fascinating, detailed how-to description of indexing genealogical queries, again focusing on names. She also describes a particular project as an example.

EDITORS' CHOICE

A book selection recommended by one or more of your editors...

By Rachel Rosenberg, Contributing Editor



Author: Lynne Truss
 Publisher: Gotham Books
 ISBN: 1592400876
 Other Editions: Audio CD

If you are looking for a terrific read while travelling to Calgary this summer and/or looking for something with which to launch a fight amongst colleagues, I highly recommend "Eats, Shoots & Leaves". For punctuation enthusiasts this book will seem long, long overdue. Lynne Truss has truly captured the day-to-day frustra-

tions of those of use who work with words in any fashion as we ponder the future of those joining the editing/indexing profession with the 'skills' such as they have in today's society.

Could this be the revival of precise punctuation as most of us here know and love it? On the other hand, when I think of the *battles royale* that are had amongst editors, indexers, translators, court reporters, and other grammar enthusiasts I appreciate Ms. Truss' admonishment that excesses in punctuation fever might possibly lead to personal injury. Enjoy!

www.eatsshootsandleaves.com/

The Famous Panda Joke... as cited in the British House of Parliament

A panda walks into a bar, sits down, and orders a sandwich. He eats the sandwich, pulls out a gun, and shoots the waiter dead. As the panda stands up to go the bartender shouts, "Hey! Where are you going? You just shot my waiter and you didn't pay for your sandwich!"

The panda yells back at the bartender, "Hey, man, I'm a PANDA! Look it up!"

The bartender opens his dictionary and sees the following definition for panda: "A tree-dwelling marsupial of Asian origin, characterized by distinct black-and-white colouring. Eats shoots and leaves."

"Voids in Genealogical Indexes and Barriers to Overcome", by Sharon Barton Sims, mentions census indexes (often incomplete or unreliable), cemetery records (often in danger of disappearing altogether), passenger immigration lists, county records, newspapers and newsletters, and prison and military records. She also discusses the idea of a Universal Genealogical Index (an index of indexes) and the technological and other difficulties (such as a conflict with commercial interests) that it would entail, as well as the potential for indexing related to genetic mapping, and she provides useful tips regarding common problems with interpreting old handwriting.

One of the most interesting chapters is "Genealogical After-Market Indexing: Finding Projects and Producing Indexes", by Michael K. Smith, who focuses on back-of-the-book genealogical indexes, although he also mentions indexes to collections of genealogical data and indexes to database conglomerations. He provides excellent practical suggestions about how to identify previously published genealogical works that would make worthwhile indexing projects, and about volunteering to index new books for experience and contacts. He also discusses cumulative indexes for genealogical periodicals and indexes for microfilmed collections, bearing in mind the difficulties presented by the size of these collections. He mentions self-publishing and marketing briefly.

The final chapter, "Marketing After-Market Indexes for Genealogy and History Related Works," by Peg Mauer, is short and practical, offering more detailed marketing advice. The afterword by Stacey Kirsch outlines some of the technological, financial, and logistical challenges facing genealogical indexing.

As Michael K. Smith points out, genealogical works and materials are dense, detailed, and hard to browse. Indexes to them are essential, and a bad index is no more useful than no index at all—possibly even less so, since it may obscure information in the guise of providing access. *Genealogy and Indexing* is a good introduction to the special requirements of genealogical indexing, and a good place to start exploring specific aspects of the subject in more detail. There are useful sources and resources listed for each chapter. And there is a comprehensive, compact index.

Reviewed by Donna Kynaston
kynastond@who.int

Donna lives in Geneva, Switzerland, where she works as a records manager for the World Health Organization.

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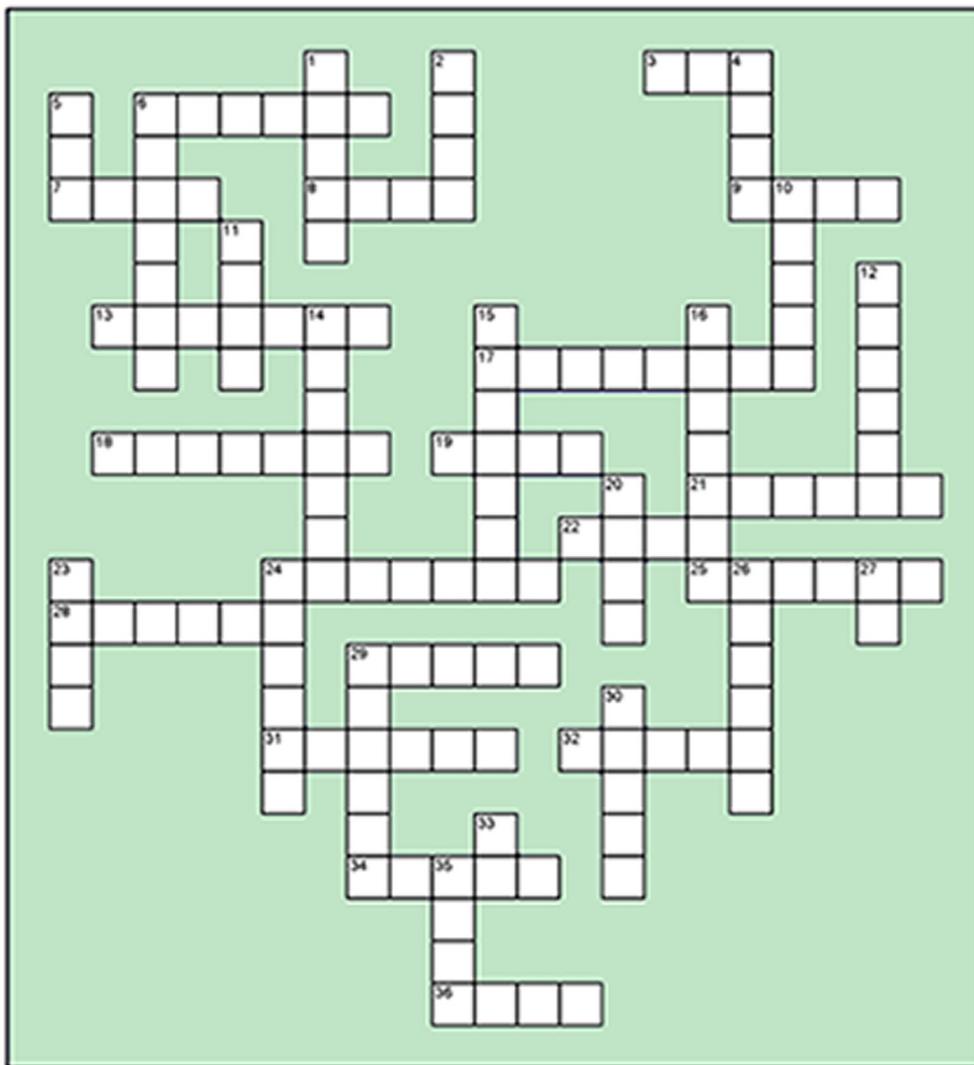
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ACROSS

2. IASC (Fr. abbr.)
4. Sift
7. Spider output
10. "Stupid" pages
11. Clerical title
13. Rates
14. Choices
18. An organ in your body
19. Kind of dash
20. Words
22. Place of 2004 IASC/SCAD conference
23. Big measure
24. Kitchen
26. The _____ at Work
28. Side view
29. Novel
30. Type of locator
31. Leave out
34. Part of an entry
35. rincipal subdivision

DOWN

1. Kind of format (abbr.)
2. Suffix (abbr.)
3. Erase
5. Not export
6. Revise
8. "Active" style
9. Add on
12. Look for
15. Writing your own _____
16. Cross-reference
17. Put back
18. Review
21. Chore
25. Pillar
27. Typeface
28. Encode
30. Eradicate
32. A type of entry
33. "Rough" drive

(Answers on Page 7)



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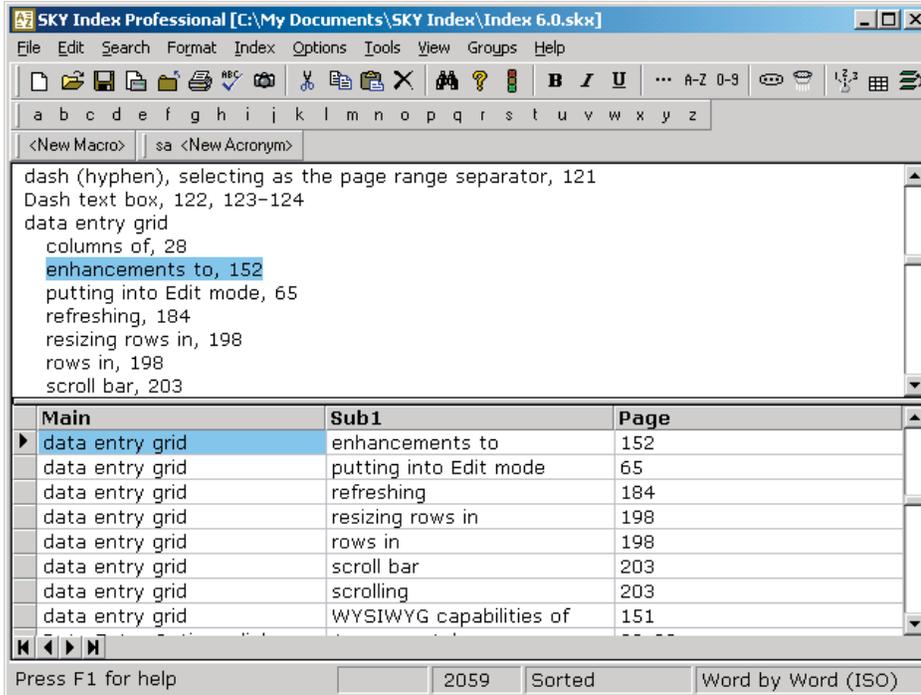
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