Bulletin

Indexing and Abstracting Society of Canada
Volume 26, Number 4, Winter 2003/04 • Since 1977

Société canadienne pour l'analyse de documents
Depuis 1977 • Hiver 2003/04, Volume 26, Numéro 4

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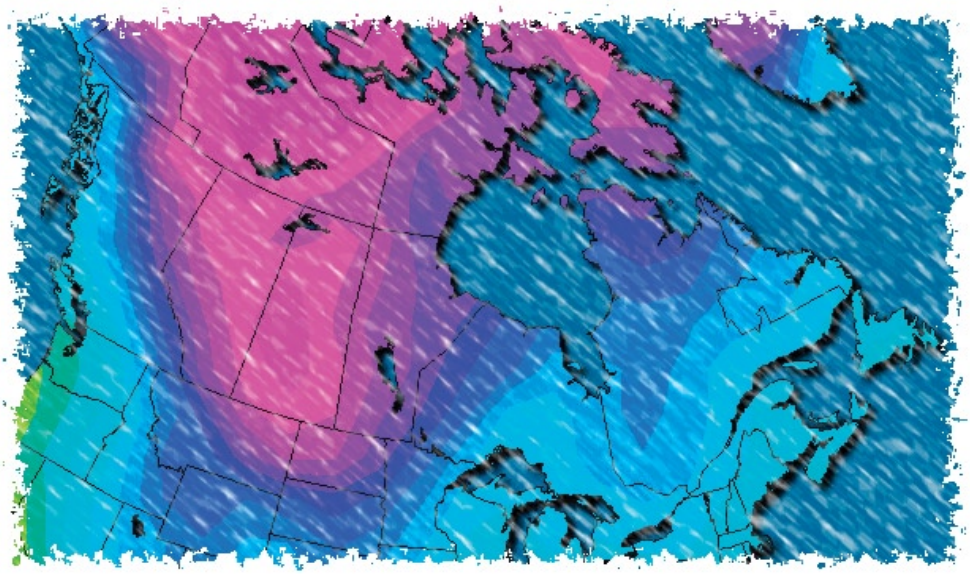
Canada's Weather Index: Better in Words or Pictures?



Temperature:	- 28°C
Feels Like:	- 40°C
POP:	80%
Wind:	SE 40 mph
Humidity:	100%

Indexing & Abstracting
Society of Canada

Société canadienne
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Membership Report
to January 2004

By Joan Eadie

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

Kari Kells of Olympia, WA ..... kkells@indexw.com
URL ..... www.indexw.com
Alan Yohioka of Toronto, ON ..... ay1@aysedit.com
URL ..... www.aysedit.com
Janet Perlman of Phoenix, AZ ..... jperlman@aol.com
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Brian Mekis of Montreal, QC ..... mekisindexing@videotron.ca
Ruth Lockshin of Toronto, ON ..... rlockson@words-tw.com
URL ..... www.word-tw.com

Please note the following changes to your Fall 2002 Directory:

E-mail address changes:

Lloyd Davis ..... ldavis@bellnet.ca
Chris Blackburn ..... cblackburn@rogers.com

Joining IASC/SCAD – Membership Categories and Fees:

- Individual ($55)
- Student ($35)*
- Institution ($65)

(For members outside Canada, add $C10).

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

Membership Renewal Notice

December renewals are now past due! If you haven't yet responded to the renewal reminders, please fill in the form at the following link: http://www.indexingsociety.ca/application.html and send it with your cheque to the address on the form**.** Thanks!

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
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Advertising Rates

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

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. Articles exceeding 2,500 words require co-ordination with the editor.

Please submit articles electronically in DOC or RTF format (or in the body of an e-mail) and artwork in PDF format.

Photographs may be provided in TIFF format.

President's Message

By Ruth Pincoe

My greetings to everyone! As I write, I am looking out the small part of my office window that isn't covered with frost at thick flurries of snow that is tying downtown Toronto traffic into knots and blinding people who wear glasses as they fight to walk against the wind. My mind, however, is drifting forward to Calgary sunshine and blue skies in early June.

Elizabeth Macfie, our Vice-President/President Elect, has been hard at work with a committee planning our conference, to be held on June 3–4 at the Southern Alberta Institute of Technology in Calgary. I won't steal all of Elizabeth's thunder, but I can tell you that we can look forward to two full and rewarding days of programming: a pre-conference seminar Thursday, June 3, followed by the conference program and, of course, our annual general meeting on Friday. In addition to organized events, there will be plenty of time for meeting old friends and making new ones. Since this conference is being held in conjunction with the Editors' Association of Canada conference, there is an added incentive to travel west—or east, depending on where you live. Details of programming are still being finalized, but the conference committee is hard at work. If you'd like to give them a hand, please contact Elizabeth Macfie. Meanwhile, I'd like to express my thanks and appreciation to Elizabeth and her committee, which includes Elizabeth Bell, Andrea Palmer, and Cynthia Landeen.

The Executive Committee concluded its first meeting of 2004 in mid-January. The first portion of this meeting was held electronically, with dozens of messages flitting across Canada through the ether. This type of meeting is quite effective for making fairly simple decisions and giving reports, but extended discussions can be difficult, so we held the second part of the meeting as a conference call. The upcoming conference was one of the main agenda items, but we did discuss a number of other important issues.

Our first item of business was to formally accept several new executive members: Elizabeth Macfie as Vice-President/President Elect, Joan Eadie as Membership Secretary (replacing Christina MacDougall, who resigned because she has decided to go back to school), and Raven Girard as Managing Editor of the *Bulletin*. Rachel Rosenberg is now the Consulting Editor of the *Bulletin*, and Christine Dudgeon is now Assistant Editor. I extend a warm welcome to all the new

(Continued on page 7)

Editor, Comments from . . .

By Rachel Rosenberg

I hope you all have lots of indexing work to complete, as most of us in Canada are trapped inside our homes during this worst storm of the season, with little possibility of seeing another human being for possibly the next week.

However, one can only work so long and hard before needing a break, and I offer the following items from the CBC for edutainment.

The first is "Talking Canadian", from the CBC's *Canadian Experience* series, which follows on the heels of *Canada: A People's History* (www.cbc.ca/canadianexperience/talkingcanadian/index.html). Although the program will have aired by the time you read this (Thursday, January 29, at 9:00 p.m.), it is likely to repeat in future. We can only look forward to a further program documenting the history of Canadian French.

The second worthwhile event again takes place on the CBC—they're really getting it right these days!—in the form of *This Is Wonderland* (Mondays at 9:00 p.m.), an educational and entertaining eye-opener for those less experienced in our judicial system. Filmed at Toronto's Old City Hall courts and referring to well-known and publicized areas of Toronto, it really feels like our own programming, with excellent acting and a true portrayal of the problems our courts must deal with and the characters of the people charged with the task of sorting out society's everyday problems. The Old City Hall court is a much different, less sanitized scene than the general civil courts.

It makes me wish Rick Mercer's *Monday Report* (Mondays at 8:00 p.m.) were on following *Wonderland*, since you do need comic relief after watching it.

As far as entertaining ourselves online, an indexing-related site of interest is http://w.moreover.com/index.html from Moreover Technologies, an electronic clipping service. Indexing and clipping services are cousins, from the fact of organizing information for human consumption.

Also online, remember Dragon Dictate / Dragon Naturally Speaking products? Several indexers have investigated this voice-recognition product for inputting entries. Dragon is of further interest to indexers with its AudioMining indexing product (www.scansoft.com/mediaindexer/).

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The Online *Bulletin* 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
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www.indexingsociety.ca/BULLETIN_Winter_20032004.pdf

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 by e-mail at admindex@sympatico.ca.

News from the Society of Indexers

Winter 2003/2004

By Liza Furnival

Awards

The Bernard Levin Award for services to indexing was presented to Doreen Blake at the Society's conference in Glasgow. Doreen is a founding member, former president, vice-president and council member of the Society. She won the Wheatley Medal for an outstanding index in 1968.

The Carey Award for services to indexing and the Society of Indexers was presented to Janet Shuter. Janet is a former chair of the Society, a former editor of *The Indexer*, and played key roles in establishing the Society's distance-learning course and compiling international standards for indexing.

The Betty Moys Prize for the year's best newly-accredited indexer was presented at the conference to Mary Jane Steer. Betty was a distinguished indexer and former treasurer of the Society. She was always particularly keen to encourage and support new indexers.

2003 Conference

The Society's annual conference, 'A Scots Quair'* took place at Strathclyde University in Glasgow in June. Presentations and workshops covered a variety of topics, and the conference proved a most useful and enjoyable weekend.

*Quair is a Scots word meaning a literary work.

2004 Conference

The next annual conference will be held on 2–4 April 2004, at Chester College in Chester. The conference, aptly entitled 'Indexing – Marching Forwards', will provide a wide-ranging programme around the themes of new skills for indexers and new areas in which to apply them.

Details available on the website at www.socind.demon.co.uk/confern/conf04.htm

The Indexer

The current issue (October 2003) of the Society's journal, *The Indexer*, has a Welsh flavour, with items about indexing the archaeology of Wales, Welsh place-names and a Welsh Methodist magazine, as well as an article about the Welsh Books Council.

Workshops

22 January 2004. Beginners in Indexing. London.

4 February 2004. Advanced Trainees. London. This is not suitable for beginners.

10 March 2004. Biography and Names Indexing. London.

2 April 2004. Process of Indexing. Chester. An introduction to the principles and practice of indexing.

2 April 2004. Running a Successful Freelance Business. Chester. For newly qualified indexers, and those wanting to find out more about the business aspects of indexing.

20 April 2004. Beginners in Indexing. Newcastle-upon-Tyne.

For further information and bookings, contact:

Jane Henley, Society of Indexers Workshops Manager

Tel: 01908 663532

Email: jane.henley@britishlibrary.net

Workshops for Publishers

The Society is offering in-house workshops for editors and publishers to cover topics such as commissioning indexes and the basics of indexing. Workshop content can be tailored to the client's requirements.

For further information, contact Jane Henley (as above).

Contact:

Society of Indexers
Blades Enterprise Centre
John Street
Sheffield
S2 4SU

www.indexers.org.uk

Indexing the World of Information
International Conference
Sydney, Australia, September 12–13, 2003

By Noeline Bridge

The Australian Society of Indexers (AusSI) holds a conference every year, but every second year it designates its conference an "international conference". 2003 saw not only the latter, but also the triennial meeting of the liaison officers from the affiliated indexing societies, the Society of Indexers (SI), the American Society of Indexers (ASI), our own IASC/SCAD, AusSI, the Association of Southern African Indexers and Bibliographers (ASAIB), and the China Society of Indexers. Alas, delegates from the last two societies were unable to attend the 2003 meeting.

SUPERB AUSSIE HOSPITALITY

The conference was held on Friday and Saturday, September 12 and 13, at the Carlton Crest Hotel. Sydney poured on warm, sunny weather, and the hotel provided attractive rooms and very good food, with fine wines to go along with the latter. It was a friendly conference, with about 75 delegates, many of whom came from museum and library groups, and other information organization bodies, governmental and private.

We began by registering early on Friday morning and then eagerly going through the contents of our "satchels", as they were called. And what contents! The Thomson publishing firm had donated an excellent notebook and pen. Along with the printed program, AusSI supplied a list of delegates with their affiliations, along with maps, one of the hotel and the other a detailed walking map to the banquet rendezvous, and an attractive and useful guidebook to Sydney that I consulted frequently after the conference when I had time to get about. And Jon Jermey and Glenda Browne generously donated a chocolate bar to all delegates. This attention to detail was appreciated by us all. I set out the 20 copies of our *Bulletin* on the registration table and was gratified to see that all were picked up; on Saturday I was asked for a couple of extras —alas, too late.

SESSIONS GALORE

The program was quite varied, with several high-tech sessions along with the more immediately practical. The keynote address was delivered by Elizabeth Swan, who runs her own information business, Information Edge, in which she searches the Web and professional services such as Dialog, Factiva, and Informit for clients. This was highly suitable for a conference titled "Indexing the World of Information" as she tackled codes and controlled versus uncontrolled searching, along with much more detail.

After a generous 30 minutes of morning tea, we, the representatives of the indexing societies, made short presentations on our own societies. Good news from Canada was our increasing membership and successful conferences, and I finished with a plug for next year's conference, pointing out the advantages of the Calgary venue in planning a Rocky Mountains holiday before or after. The panel excited some comment as to our respective accents: Lynn Farkas of AusSI is an ex-American, with accent to boot; Frances Lennie of ASI has an English accent; and mine, it was pointed out, is a hybrid of Downunder, English, and Canadian! I was also asked if our conference would coincide with the Calgary Stampede—I had to point out that if that were the case, we could hardly get accommodations at any affordable cost.

After lunch we moved into optional sessions. I had no option because I was making my own presentation on the indexing of names, followed by a panel discussion in which we tackled some difficulties with names from questions submitted ahead of time. In my presentation, I followed the approach I have used at conferences: the six categories of difficulty I have sorted out, adding a seventh, names as phrases (Gorgeous George, Young Hackenschmidt). Predictably, the difficulties submitted for the panel centred around Arabic and Muslim names, along with Oriental names. Having been on holiday for the five weeks prior to the conference, I was indebted to my fellow panel members.

THE BIG THREE PRESENT

After another generous 30-minute break, the major indexing software packages were presented: Frances Lennie with CINDEX, and Max McMaster and Michael Wyatt presenting MACREX and SKY, respectively. Frances announced that Indexing Research is rewriting programs for the Mac and for Windows (1.5.6, RTF for Windows XP), which are planned to be available in time for the May 2004 ASI conference. The CINDEX Web site will also be upgraded soon, with online ordering ability. Max said that the current version of MACREX is 7.18b, which will be upgraded to 8.0. The capacity of the demo version is 300 records, and Max advises all interested to download and try it out. MACREX is also a bit cheaper than either of the other two packages. Michael, presenting SKY, mainly talked about his own indexing methods in using SKY, adding that SKY uses a spreadsheet metaphor. There is no version for the Mac.

Following their presentations, Frances, Max, and Michael fielded audience questions. XML was a hot topic, and there

appeared to be agreement that all the packages, as they are constituted at present, are capable of handling this. From the audience, Jill Halliday mentioned that Antony Hird in the U.K. has developed a small program to assist the indexer using XML in conjunction with CINDEX. An interesting feature of SKY is its ability to automatically convert *see* references to double postings when the indexer has changed his or her mind. The question period was followed by a break-out time so that individuals could ask each other for further details regarding the packages.

FUN AND GAMES

After the day's sessions were over, cocktail hour followed, sponsored by an anonymous donor, which encouraged some speculation as to who that might be. After our drinks, those of us who wanted to change our clothes scuttled to our rooms and also to dig out the walking map from the hotel to the banquet venue, a nearby Chinese restaurant, which was not easy to find in streets filled with same and thronged with pedestrians. We ate excellent food in a private room of the restaurant, and then had to sing for our supper by dividing into groups to compete in a difficult indexing quiz. There was much animated discussion and laughter over posssible answers to questions, and I hope my group wasn't the only one that resorted to some wild guessing at times.

INDEXING THE FUTURE OF INFORMATION

Saturday kicked off with a stimulating presentation by Glenda Browne, "Indexing the Future of Information". Glenda looked at what's required in indexing now and which will become more important in the future. These are:

- single sourcing (repurposing), the creation of a document in such a way that it can be output in a number of different ways as required, e.g., in XML to be output in different print and online formats, or in different levels of detail to suit various purposes.
- embedded indexing, the addition of tags in the text of the document to indicate required indexing terms so that the indexing flows with the text it refers to.
- teamwork, meaning indexer involvement in larger projects, particularly intranet and Web site design.
- innovative specialized indexing to satisfy specialist user needs. Glenda illustrated this point with her son's index to *Dragon* magazine and his take on the index: "prestige classes" and "feats" rather than "author" and "title"! Globalization will bring such opportunities.
- user testing, crucial for large projects to ensure that the indexer's approach suits the information-seeking approaches of the users.
- skills needed. After a sound knowledge of basic indexing principles, Glenda listed knowledge of metadata creation, search engine operation, the principles of taxonomy/ thesaurus creation, ability to evaluate and tweak automated systems, database design and project management skills, and knowledge of usability issues and user testing skills.

AUSTRALIAN INITIATIVES

In choosing from the parallel sessions that followed, I couldn't resist Caroline Colton's account of developing her wine database, www.winediva.com.au, pulling together information from and about the Australian wine industry into one online wine directory. The idea for an online directory began when she decided she wanted to develop a product in addition to freelance indexing. She then decided on the Australian wine industry as needing an online, integrated market medium and developed information and financial models, each containing several guiding principles, too many to detail here. Today, Wine Diva records over 8,000 visitor sessions per week.

Mary Russell then told us about developing a women's health thesaurus for the Clearinghouse of Women's Health Information in the state of Victoria. All items in the collection are indexed using keywords, but as the latter developed in an ad hoc manner, the need for a thesaurus became obvious. Ms. Russell then led us through the various stages of development: wording, choice of software, structure, subject expectations of users, and terminology, especially pointing out lessons learned: allow for plenty of time, talk to subject specialists, get advice from thesaurus experts, and cultivate the understanding of work colleagues. Because of software limitations, the thesaurus does not use broader and narrower terms; along the way, she had cautioned that the thesaurus developer should check out software options closely, because many have limitations.

My morning break was consumed by checking out of my room, hampered by my room key not being recognized by the lock in the door. A rekeying (or whatever the hotel industry calls it) didn't do the trick. I wasn't the only delegate with this problem: there was quite a cluster of people at the desk, so it took almost an hour to sort out (I must add that this was the only problem with an otherwise efficient hotel). So I missed my next session while dealing with this problem and then seeing to the storage of my luggage.

But I did manage to get in on Caroline Viera Jones's short presentation on how mentions of women were omitted from a history of the Australians' part in World War I, on instructions from the publisher to the editor. Contributed chapters to the book had included the domestic scene along with the service overseas throughout the book, but eventually the book was published with only one chapter at the end, on this time in Australia itself, in which women played a major role. Caroline is doing her Ph.D. thesis on the publisher, Angus & Robertson.

RULES, THE BREAKING AND LEARNING OF

After another excellent buffet lunch, I attended a very practical session, "Principles and Practice: Indexing by the Book", in which Alan Walker and Max McMaster tackled the rules of book indexing and when they break them. Alan, educated in the rules of indexing via ISO 999 and the standard texts, considers that rules should be considered not as rules but as a summation of what experts consider the best approaches and methods. He then considered various areas where he had "broken" the rules he had been taught. Max devoted his presentation to a particular project, a student guide to courses

taught at the Queensland Tertiary Admissions Centre (QTAC). In this, he threw out the principle of specificity in favour of more classification, listing a course on photonics, for example, under "physics" rather than its own name, and with a "see" reference from "photonics" to "physics," judging this the best approach in the context of that particular project. After their presentations, Alan and Max grappled with questions that had been submitted earlier.

The last sessions of the conference were devoted to education for indexing. Frances Lennie addressed the teaching of indexing generally. She began with the question, Can indexing be taught? The answer is both yes and no. Some elements of indexing can be taught, but in the end, the difference between the wholly-taught indexer and one with an already existing talent is the difference between mere competence and competence combined with elegance. She then listed what needs to be imparted in indexing education and then an analysis of indexers themselves. The on-going self-education of indexers consists of creative ways of text analysis and analyzing work done. Other methods of indexer education are mentoring and apprenticeship, peer reviews, and attendance at conferences and workshops. She concluded with student expectations, often unrealistic, of their indexing education, and indexer expectations versus client needs, often not at all the same thing!

Jill Halliday presented the recent changes that are being made to SI's distance training course in which versions both on CD-ROM and paper are being produced, by demonstrating the electronic format. There are four units, the final one being The Business of Indexing. Indexing assignments are included in each of the units (including an index to the units themselves!), with a final compulsory assignment to index a book of the student's choice. Following the course, a mentoring scheme is available. Jill emphasized that succession completion of the course leads to accreditation, not to be confused with registration, the latter applying to the test administered to experienced indexers. The cost of the course is £380.

Finally, Lynn Farkas tackled indexing education in Australia from two points of view: how do we provide training for people in remote areas, and how do we ensure indexers gain the skills they need, especially in developing areas of indexing? Options in the way of resources are Web-based teaching and CD-ROM courses, with the concomitant problems of payment and the question of who is going to create these resources. She suggested competency-based training with units delivered by registered training organizations. She concluded with ways of self-education, distributing a three-page list of "career-expanding Websites", including sites on information architecture, metadata creation, thesaurus construction, and usability.

Along with the sessions I attended and which I've described above were others running concurrently. These were on information management, metadata, and thesauri, by presenters with impressive qualifications. I recommend that everyone interested check the AusSI Web site (www.aussi.org/index.html), because they mount their conference proceedings on the site.

A final delight was the dinner for conference volunteers and speakers, held in the Carlton Crest Hotel. As with all final dinners, it was a time to unwind and chat—much needed by us international liaison people, who had been meeting for over two hours after the last session of the day! A highlight for me was listening to Frances Lennie's moving account of how from her kitchen window in Manhattan she had seen the terrorist attacks on the World Trade Center.

Last of all, in accordance with the attention to detail with regard to visitors' needs that I've mentioned above, we speakers had been offered a night's billet following the conference. Tricia Waters, whom I had the pleasure of meeting at the SI conference in Cheltenham last year, took me to her lovely home for the night. I've almost never had a whole wing of a house to myself before! Tricia and her husband, Ian, are great travellers, so I have to confess we did not talk about indexing but instead swapped travel experiences.

Noeline Bridge
BRIDGEWORK
IASC/SCAD International Liaison

President's Message

(Continued from page 3)

executive members and my thanks to Christina MacDougall. My deep appreciation also goes to Rachel for her wonderful work on the *Bulletin* and her thoughtful restructuring of the *Bulletin* responsibilities.

Another important issue is the possibility of limiting the *Register* to electronic distribution, rather than having it available both in print and on the Web. On the one hand, electronic distribution would save a lot of money, and indeed other organizations are moving in this direction. On the other hand, we all appreciate the convenience of a printed booklet

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Editor, Comments from . . .

(Continued from page 3)

Wired magazine also offers some further thoughts on video-indexing technology (http://www.wired.com/news/technology/0,1282,10100,00.html). More and more materials are non-print, so it's good to keep an eye on these issues, right?

Although this next link to investigate isn't coming in the next month, it is something to keep in mind—the use of electronic paper and, hence, electronic indexes—as newspapers and academic books are released on roll-up e-paper

(Continued on page 13)

Distance-Learning Course in Indexing

No time to attend courses?

The electronic (CD-ROM) version of the Society of Indexers' distance-learning course could be just what you're looking for. It's the next best thing to your own personal tutor and available whenever you switch on your computer!

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P R O F I L E S

Joan Eadie

Secretary

Originally from the Bruce Peninsula, I now live with my family in Peterborough, Ontario. We moved here from Calgary when my husband, Tom Eadie, became university librarian at Trent. Before that, I lived in Sackville, N.B., and Vancouver, B.C., as well as a few different places in Ontario. I have a B.A. in English and philosophy from Queen's University in Kingston, an M.L.S. from the University of Western Ontario, and an Early Childhood Education certificate from Mount Royal in Calgary.

What attracted you to indexing?

I had worked for a number of years as a special collections cataloguer, first at Queen's University in Kingston, where I worked mostly with Canadian studies materials, and later at the Porter Library at the University of Waterloo, working with a wide variety of material including women's studies and dance. I always particularly enjoyed the "project" aspect of special collections work, so when an acquaintance told me of an indexing job she couldn't take on, I decided to try it.

How long have you been indexing?

I contributed to an index of the Library of Congress subject headings many years ago, but it was about ten years ago that I wrote my own first index. In the beginning I was also working in early childhood education, but I have since moved to full-time freelance indexing. Although I have done some specialized indexes for oil and other companies, as well as some indexes for educational publishers, most of my work has been for academic presses.

What was your favourite indexing project?

I think my absolute favourite was a book called *Great Dames*, edited by Elspeth Cameron and Janice Dickin. It's a book of biographical sketches of twentieth-century Canadian women. I enjoy women's studies generally, and this book was just a lot of fun to work with. A close second was *Contesting Canadian Citizenship: Historical Readings*, edited by Robert Adamoski, Dorothy Chunn, and Robert Menzies. With sixteen contributors and three editors, it was a wonderfully diverse and interesting book as well as a challenge to index.

How did you learn to index?

I have relied heavily on my cataloguing background. Also, when I was just starting out as an indexer, I was able to attend a helpful workshop on indexing delivered by Noeline Bridge and sponsored by the Editors' Association of Alberta.

What indexing software do you use?

I use Cindex and find it works well for the sort of indexing I do.

Do you do other editing/writing work?

Since I came at indexing from another angle, I have never developed an interest or skill in editing. My only writing projects have been procedures manuals, some archival abstracting, and one software translation.

Do you read apart from indexing?

Yes, my bedside table always has a stack of books—fiction for reading and quilting books to browse through, as I'm also a quilter when I can find the time. Mostly I read general fiction, although I also enjoy fantasy and mystery. At the moment, I'm reading *The Navigator of New York*, by Wayne Johnston. *The Way the Crow Flies*, by Ann-Marie MacDonald, is next in line.

Have you attended indexing conferences here or overseas?

I've been to two conferences, one in Toronto and one in Montreal.

President's Message

(Continued from page 7)

you can grab from the bookshelf, and it is possible that many of our clients would agree. We are nowhere near a decision on this issue, and we will do a careful investigation before any change is made. However, if you have opinions on the subject, we'd love to hear from you. You can post messages on this topic, or any other involving indexing or IASC/SCAD, on our members' listserv, iasc-l@list.web.net.

We also discussed budgetary matters. We have not had a fee increase in some years, but costs are rising, and it is likely that we will need a modest increase in membership fees. Over the next month Richard Johnson, our treasurer, will be working with other executive members to draw up budget plans for the next two years. We are looking at a number of new budget lines that include funding for local meetings and seminars, covering production and distribution costs for the *Bulletin*, and improving services and contact for isolated members. Once again, we want to hear your thoughts on these issues and others. Our members' listserv is a valuable communication tool for members across Canada and beyond. We'd really love to hear from you.

On this note, I must close and prepare to do battle with snow and ice, dreaming of sunny, warm June days in Calgary. I'll see you there!

Cheers,
Ruth Pincoe, President, IASC/SCAD

P R O F I L E S

Raven Girard

Editor

What attracted you to indexing?

Years ago I was told that a distant aunt of mine had a part-time job that allowed her to make a bit of money, but also allowed her the flexibility of being a stay-at-home mom. At the time, I was employed full-time at a law firm and had no intention of working for myself. Then, a couple of years later I had my first (and only) child. All of a sudden I became interested in how my aunt had handled work and a new family. I inquired as to what my aunt did as her part-time job, and was advised that she was an indexer. Literally, I said, "A what?" I had no idea there were people who created indexes for books. I must have thought that magic indexing fairies did the work.

How long have you indexed?

I have been preparing for my introduction into indexing since June, 2003. As I am in a position right now to advance step by step, I am taking a slow and methodical approach to indexing. Although I have not yet received my first paid project, I am pleased with my progress and have already accomplished some goals.

What was your favourite indexing project?

My favourite part of starting out in the field of indexing was trying to figure out how to build a Web site and publishing it on the Web. There were definitely a few glitches (and there are still some), but I learned a great deal and hope to continue to build a credible, informative Web site.

How did you learn to index?

Research, reading, and practice, practice, practice. There is so much to learn, and so many grey areas to work out, that it feels it will take me years (and it might) to have basic indexing knowledge. However, I'm hopeful that I will gain indexing know-how as I become more entrenched in indexing.

What indexing software do you use?

I had no idea indexes were so complicated and required so much attention. Before I knew about indexers, I believed there wasn't anything that Word couldn't handle. After all, I also believed that the indexing fairies simply made alphabetical lists of words in two or three columns. Boy, was I wrong! When I first learned there was specialized indexing software, I downloaded as many trial versions as I could and made my choice after trying each one. I finally settled on Sky Index, as its general appearance and layout appealed to me.

Do you do other editing/writing work?

I am happy to announce that, as of December, 2003, I became the Managing Editor of the IASC/SCAD *Bulletin*. It is a great opportunity for me to become involved with the IASC and learn about the bigger picture of the field of indexing here in Canada. I have the chance to work with wonderful and experienced people who I know will help me gain the knowledge necessary to assist me in my indexing career.

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

As I am currently enrolled in an Hons. B.A. program with the University of Waterloo, I have no shortage of reading material. Most of the material is focused on my major, Russian. Aside from school reading, I mostly indulge in sci-fi or fantasy; I am a huge *Lord of the Rings* fan.

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

Up until June 2002, I lived in the Vancouver area of British Columbia. Upon moving to Ontario in 2002, I felt it was the best time to change my career path from legal secretary. I had heard of indexing in B.C. but was satisfied with my career in the legal field. However, as I said, once we moved to Ontario the time seemed ripe for change. Once my family was settled and my daughter started school, I started planning my career goals. While doing this, I enrolled with the University of Waterloo and took on a part-time job working for an engineer during the hours my daughter is in school (mornings only). As my indexing career blooms, my part-time job will eventually phase itself out.

We have three cats (my other children) and have gone through various fish. I enjoy NFL football, all things Russian, reading and music—I listen to pretty much everything but country and western.

Have you attended indexing conferences here or overseas?

Yes. As part of my research into the field of indexing I attended the Vancouver 2003 IASC/ASI joint conference. I enjoyed it very much and I look forward to attending future conferences.

Financial Reports: July to December, 2003

By Richard Johnson

Income				
Membership Fees				
1 @ $35.00	$35.00			
4 @ $55.00	$220.00			
6 @ $65.00	$390.00			
Total Membership Revenue		$610.00		
Registry Fee				
1 @ $20.00	$20.00			
Total Registry Fees		$20.00		
Total Revenue			**$630.00**	
Expenses				
Registry Expenses	$213.25			
Membership Directory	$514.21			
Web Networks	$117.70			
Stationery & Postage	$21.14			
Conference Expenses*	$319.40			
Sydney Conference Expenses	$750.00			
Bulletin Expenses	$164.16			
U.K. Indexer	$1,749.16			
NetNation	$132.64			
Total Expenses			**$3,981.66**	
Cash on hand, October 1, 2003				$26,018.90
plus revenue from 4th quarter				$630.00
less expenses from 4th quarter				$3,981.66
Cash on hand, December 31, 2003				**$22,667.24**

** Full and detailed accounting of conference to be completed when all totals are in.*

2003 Conference Financial Report

	Income	**Expense**	**Profit**
Conference Fees	$19,500.00		
Expenses			
Speakers		$2,575.00	
Conf. Leaders		$400.00	
Misc.		$1,388.89	
Totals	**$19,500.00**	**$4,363.89**	**$15,136.11**

THE OFFICE AT WORK

By Rachel Rosenberg

Everyone seems to be vacationing or hibernating with no one available or willing to comment on their office practices and setup. So here are some various items to note and contemplate while huddled deep inside our homes at –20 degree Celsius weather.

OUR BELOVED OPERATING SYSTEMS

As you may or may not be aware, as we are awaiting Microsoft's next operating system, code-named Longhorn, sometime in 2006/2007, the latest service pack for Windows XP has made it to the beta stage. Expect release of this pack sometime in midsummer 2004. For more on this, see the official Microsoft link, http://www.microsoft.com/presspass/newsroom/winxp/WindowsXPSPFS.asp. Or perhaps you'd like an alternative perspective on the fix, such as from arstechnica, at http://www.arstechnica.com/wankerdesk/04q1/sp2-beta-1.html—with pictures.

Other office-related reading material that can give pause for thought and be highly recommended is the book *The Cathedral and the Bazaar*, which holds other musings about our future software lives:

http://www.amazon.ca/exec/obidos/ASIN/0596001088/qid=1074700704/sr=1-1/ref=sr_1_2_1/702-2448136-6140004

It's by Eric S. Raymond, from O'Reilly & Associates, Inc. (ISBN: 0596001088).

INDEXING READS FROM THE WEB

As we'll be heading off to Calgary for our next conference, you might want to get a head start and file away in your office somewhere some of the following reading material. You'll notice how prolific the University of Calgary has been as regards matters indexing, particularly in this first link,

http://www.google.com/u/Calgary?q=indexing&domains=ucalgary.ca&sitesearch=ucalgary.ca

which yields ten further Web pages of relevant Calgary indexing links and commentary.

YOUR OFFICE

We at the *Bulletin* are looking for members' offices to be featured in this section. Everyone has been too busy to help us in this endeavour, but we are hopeful that this year we will have some more personal examples of how an indexing office can be organized. Please contact the editor, Raven Girard, at admindex@sympatico.ca.

Editor, Comments from . . .

(Continued from page 7)

(www.sciam.com/article.cfm?chanID=sa006&colID=1&articleID=0003FCE7-2A46-1FFB-AA4683414B7F0000 and www.sciencentral.com/articles/view.php3?article_id=218392010&language=english).

Oh, it's so hard to keep up with, isn't it? However, you may find yourself indexing a book on these matters, and therefore, while not contributing to the intellectual machinations and gymnastics required to make a good indexer, they do contribute to our need to have an ever-expanding knowledge base, technologically and sociologically, from which to draw.

Rachel Rosenberg
Consulting Editor

Contributions to the Bulletin are always welcomed.

If you would like to volunteer writing or photographic services for our upcoming Calgary Convention, please contact the editor, Raven Girard admindex@sympatico.ca

B O O K R E V I E W

How to Speak Dog: Mastering the Art of Dog–Human Communication

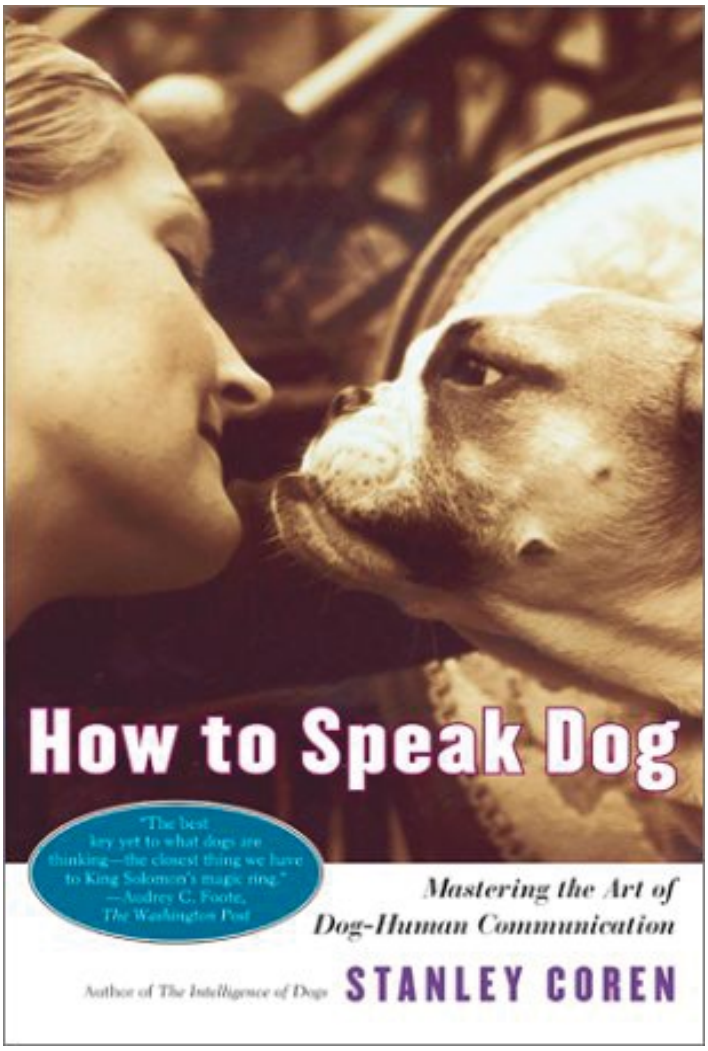
By Stanley Coren **(Simon and Schuster; ISBN 074320297X), paperback, 288 pages**

Parlez-vous Doggish? Doggish, a canine Esperanto if you will, is the means by which dogs communicate with each other, and us—if we learn how to read their signals.

Stanley Coren takes his reader through the yips, yaps, barks, and howls to the various body postures that dogs use to signal their intentions to others. Along the way he also explores evolutionary biology and animal behaviour to explain the types of communications used and why/how they came about. Various research studies are cited, as well as numerous personal experiences, to further illustrate the points in discussion. Also included is a handy "Doggish" phrasebook, reminiscent of the pocket dictionaries carried by travellers to foreign lands.

The index, however, does not communicate its intentions as well. There are many entries, such as Brandy, Lassie, Pal, and Polar, in reference to various dogs and their behaviours. Perhaps these were included by request of the author, but unless you specifically remembered what Brandy's circumstance was, an entry of this type doesn't do much to help the reader. (Although Brandy's owner might be pleased to know where Brandy is mentioned.) Some entries are over-analyzed (four subheads to cover the same two pages?), while in other areas information remains scattered. Generally most topics covered in the text are reflected in this index, although in some cases entries are rather wordy and/or occasionally confusing.

However, it should be noted that this is a book geared more towards the new or first-time dog owner, and for the most part, they will be able to find what they are looking for. And isn't that what the index is for?



Review by Elaine Melnick

For further reading, please see:

- www.stanleycoren.com
- www.stanleycoren.com/library.htm

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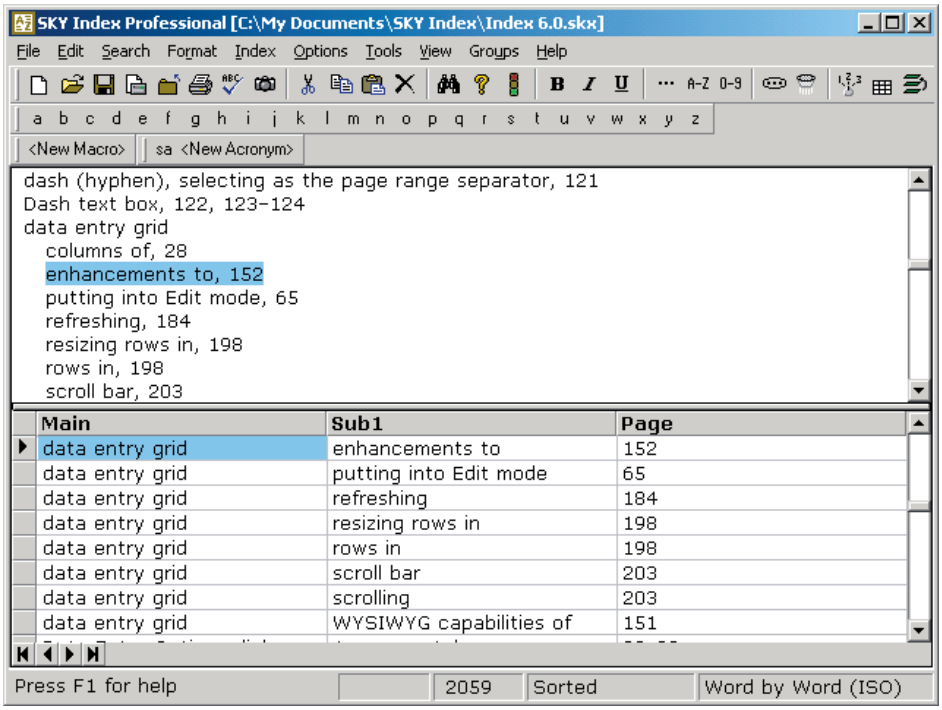

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...Not Harder

"*Every Macrex workshop I attend pays for itself, as I always learn at least one new technique that increases my productivity. The most recent workshop gave me 5 new ideas that translate into dollars.*" — Victoria Baker

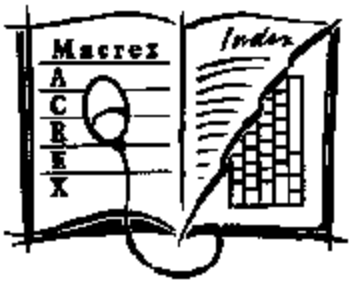
Next Macrex workshop: March 20–21, 2004

Janet Perlman presents "Benchmarks of Quality Indexing" on Saturday morning. The remainder of the sessions, presented by Gale Rhoades, will cover a variety of subjects such as Macrex functions and shortcuts, formatting indexes, and working with word processor files. Both beginning and advanced Macrex users will benefit from the technical education and networking (a major plus of the workshop).

Attendees are invited to send in questions and index files ahead of time.

Contact our office if you'd like to receive information on the next workshop.

"*It's the best burnout antidote I've found.*" — Kay Banning



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