Bulletin

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Message de nos coprésidentes   novembre 2010**

Our annual conference is the most significant event in our ISC/SCI calendar. And next year's is already looking very exciting. In 2011, it will be held on May 27–29 in Vancouver, BC, at Simon Fraser University, Harbour Centre, in conjunction with the Editors' Association of Canada/ Association canadienne des réviseurs (EAC/ACR). The theme is "Indexing in the Age of e-Everything" and "Editing in the Age of e-Everything." The editors have already announced that one of their keynote speakers will be "Shelley Fralic, journalist, *Vancouver Sun* columnist, high-profile blogger, and a terrific, inspiring speaker." http://www.editors.ca/conference/conference2011/index.html

Le congrès annuel est l'événement le plus important de l'année pour la SCI et le prochain s'annonce déjà comme l'un des plus motivants. En 2011, il sera tenu conjointement avec celui de l'Association canadienne des réviseurs (ACR), sous le thème « L'indexation à l'ère du tout-électronique » (en miroir de « La révision à l'ère du tout-électronique ») et aura lieu au Harbour Centre de l'Université Simon Fraser à Vancouver du 27 au 29 mai. L'ACR a déjà annoncé que le discours d'ouverture sera présenté par « Shelley Fralic, journaliste au *Vancouver Sun*, blogueuse très en vue et oratrice tout aussi fantastique qu'inspirante ». Consultez à ce sujet www.reviseurs.ca/fr/congres/congres2011/index.html

Addendum, March 2011
Since this report was written, the conference registration has opened and all arrangements are well under way. For up-to-date information on the conference, please visit the ISC/SCI and the Editors' Association of Canada websites

http://www.indexers.ca/conf2011.html

http://www.editors.ca/conference/conference2011/registration

Indexing Society of Canada

Société canadienne d'indexation

ISC/SCI
P.O. Box 664, Station P
Toronto ON CAN M5S 2Y4

Web (English)
 http://www.indexers.ca/
Web (français)
http://www.indexers.ca/accueil.html

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Membership Renewal Notice

Please remember, with the increased frequency of *The Indexer*, the grace period for renewing is shorter. To renew please print out and fill in the form at the following link:
http://www.indexers.ca/application.html (English)
http://www.indexers.ca/applicationfr.html (français)
and mail the form with your cheque to:
The Membership Secretary, ISC/SCI
P.O. Box 664, Station P
Toronto, ON
Canada M5S 2Y4

Important: Please remember to add the ISC/SCI Membership Secretary to your list of people to contact when your details change.

—Audrey McClellan
Membership Secretary

Call for Bulletin Contributions

Author Guidelines: Submit unsolicited articles electronically in DOC or RTF formats, artwork in PDF format, and photographs in TIF or JPG format. Please contact the editor.

Advertising in the Bulletin

Full page ....CDN $80.00
Half page ....CDN $40.00
Quarter page ....CDN $20.00
Business card ....CDN $15.00
Please contact the editor for details.

Joining ISC/SCI

Membership Categories and Fees

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Student $60*

Institution $105

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

For more membership information, please visit our website at
http://www.indexers.ca/membership.html

Co-Presidents' Message/
Message de la part des présidentes

Continued from page 1.

We're happy to announce that Naomi Pauls, a member of both ISC/SCI and EAC/ACR is a co-chair of the EAC/ACR conference. Our conference pages will be posted shortly. Watch for details about registration and the program. Our banquet and AGM are likely to be held on the Friday, May 27, with more sessions held concurrent to editors' sessions on Saturday. The indexers' contribution to the program is already looking exciting, with many international and national stars. Save your pennies. SAVE THE DATE!

Une bonne nouvelle : Naomi Pauls, membre de notre association et de l'ACR, occupe le poste de coprésidente de ce congrès 2011 côté ACR. Les détails au sujet du congrès (inscription, programme) apparaîtront bientôt sur notre site Web. Le banquet de la SCI ainsi que l'assemblée générale annuelle (AGA) se tiendront fort probablement le vendredi 27 mai, et certaines présentations auront lieu en même temps que celles de l'ACR le samedi. De grands noms canadiens et étrangers feront des présentations, ce qui rend notre contribution au congrès stimulante. Réservez plage horaire sur votre calendrier et part de votre budget pour cet événement!

Apart from the conference-related work, the months after the Montreal conference appear to have been relatively quiet. But appearances can be deceptive, as your executive beavered away learning new responsibilities (new webmaster Fred Brown probably with the biggest learning curve as he took over the website from Cheryl Lemmens), putting together *Bulletin*s (editor Natalie Boon), seeking and accepting the editorship of an issue of *The Indexer* (past president Heather Ebbs), keeping track of (and chasing) new and renewing members (Audrey McClellan), depositing and tracking the money (treasurer Gillian Watts) and then registering them on the ISC listserv (with the help of listserv co-ordinator Jennifer Hedges), and travelling internationally to spread the word and keep us connected (International Liaison Ruth Pincoe). And, of course, local and regional representatives (Elspeth Richmond, Sheilagh

Simpson, Marie Gabe, Anna Olivier, and Vivien Cartmell) have been busy with local meetings, news spreading, and events. In Toronto, Gillian Faulkner handed the organizing of local meetings over to Dina Theleritis, who will also be shadowing Debby Schryer, editor of the *Register of Indexers Available*. Debby has begun to gear up for the 2011 update. Are you registered?

Pour le reste, les mois qui ont suivi le congrès à Montréal ont semblé plutôt tranquilles. Les apparences sont trompeuses, car les membres du bureau de direction de la SCI ont en fait poursuivi l'apprentissage de nouveaux rôles (notre nouveau webmestre, Fred Brown, qui remplace Cheryl Lemmens, a fort probablement la plus grande courbe d'apprentissage), réalisé de nouveaux numéros du *Bulletin* (notre rédactrice en chef Natalie Boon), se sont préparés à la responsabilité éditoriale d'un numéro de la revue *The Indexer* (notre présidente sortante Heather Ebbs), se sont occupés des nouveaux membres et de celles et ceux qui ont renouvelé leur adhésion (Audrey McClellan), ont fait les dépôts correspondants et veillé sur les finances (notre trésorière Gillian Watts) pour ensuite ajouter ces membres à la liste de diffusion ISC-L (à l'aide de notre coordonnatrice de la liste de diffusion Jennifer Hedges), et ont aussi voyagé à l'étranger pour nous tenir au courant et pour propager les nouvelles (Ruth Pincoe dans son rôle de liaison internationale). Bien entendu, dans chaque région, nos représentantes — Elspeth Richmond, Sheilagh Simpson, Marie Gabe, Anna Olivier et Vivien Cartmell — se sont occupées de rencontres, d'événements et de la diffusion des nouvelles. À Toronto, Dina Theleritis a pris le relais de Gillian Faulkner pour l'organisation de rencontres locales. Dina suit aussi de près Deborah Schryer, l'éditrice du *Répertoire des indexeurs*, car elle en sera responsable à partir de 2011. À ce sujet, êtes-vous inscrit dans le répertoire?

Next year, 2011, will be an executive election year for the Society, so do think about volunteering. If you're not ready to take something on – whole hog – pair up with someone or volunteer to shadow a position, as

Co-President's Message/Message de la part des présidentes (continued)

Dina has done. You can find the position descriptions and responsibilities at our website under the Executive link. The url for this page follows: http://www.indexers.ca/executive.html

L'année 2011 sera par ailleurs une année d'élections au bureau de direction de la SCI et nous vous invitons à y faire du bénévolat. Si vous ne vous sentez pas tout à fait prêt(e) à jouer un rôle à part entière, vous pouvez partager un poste avec une autre personne ou travailler sous l'aile de l'un des membres actuels, comme l'a fait Dina pour le *Répertoire des indexeurs*. Vous trouverez les descriptions des fonctions ainsi que les responsabilités de chacun (en anglais seulement) sur notre site Web dans la section Bureau de direction : www.indexers.ca/executive.html.

As another winter approaches we're all busy at our occupations: indexing, or indexing and editing, or working on marketing if there's a lull in workflow. But drifting around at another level many of us are thinking of battening down the hatches, and planning for the next holiday feast, or the next gathering of family and friends, or the next vacation. May all of you have a happy holiday season! And see you in May in Vancouver!

À l'approche de ce nouvel hiver, nous sommes toutes et tous très occupés par nos différentes activités : indexation, ou révision et indexation, ou encore promotion de nos services et recherche de clients si les mandats se font plus rares. En même temps, plusieurs d'entre nous se préparent à fermer temporairement boutique, planifiant le temps des fêtes, anticipant les retrouvailles avec famille et amis ou préparant leur prochain voyage. Nous souhaitons à toutes et tous de joyeuses fêtes! Nous espérons bien vous voir à Vancouver en mai prochain.

— Mary Newberry and Vivien Cartmell
Co-presidents / Coprésidentes

ISC/SCI Archives, Report to the Executive

November 6, 2010

Prepared by Jennifer Hedges

Since my report in May, most of my activity with regard to the archives has been mental, which means I've been doing a lot of thinking.

Although Peter has not yet delivered his collection of documents to me, we know it will arrive eventually. I would like to start collecting the material from former executive members beginning with the most recent past incumbents, and then working gradually back to 2000 and, as much as possible, into the 1990s. I propose asking for records to be e-mailed to me. I will make a master CD, but beyond that—printing out, saving to some other digital format, etc.—I need to do more research. When I approached Beverly Ensom and Carolyn Burke at the Editors' Association of Canada about their archives, Carolyn said, "I strongly encourage you to retain at least digital copies of everything you archive" to make researching previous association activities less difficult. While digitizing retrospectively is probably not practical, her advice is useful for records from the turn of the century on.

As it happens, Laura Millar, who wrote *Archival Gold*, the book Ruth Pincoe recommended that I read when I first volunteered to work on the archives, has written a new book *Archives: Principles and Practices*. The final chapter is titled "The challenge of digital archives." As it was published this July, it is not yet available on interlibrary loan, and the price (approximately $75) makes it too expensive to add to my personal collection. The Robarts Library at the University of Toronto has a copy, which I hope to look at sometime soon, perhaps before the next Toronto indexers' meeting.

Editor, comments from . . .

Welcome to another issue of the Bulletin!

The core of this issue is the reports from the Fall executive meeting held in Toronto in November of 2010. You can find them starting on page 8.

You can find other information about the larger indexing world as well. Maureen MacGlashan, the editor of *The Indexer* has contributed a letter about her experiences at international conferences. I find myself intrigued by her descriptions (see below). Noeline Bridge shares her experience at the SI conference in Middelburg with us on page 18.

This issue has the first installment of a new section on indexing software. We have features on Cindex (by Frances Lennie on page 22), MACREX (by Gale Rhoades on page 23), and SKY (by Kamm Schreiner on page 24).

We have news from the Indexing special interest groups (SIGs) on page 20. If you index in a subject area that has spawned a SIG, I recommend you check them out. They're a wonderful way to meet indexers who share your own particular subject obsessions.

If you're intrigued by Hansard indexing, you're in for a treat. Vivien Cartmell, our busy co-president, has compiled a

collection of Hansard snippets, which start on page 13. Our Hansard indexer members have a rare view into the way that the decisions which effect all Canadians are made.

Mary Newberry has taken an interesting look at one of her own past indexes. It's an intriguing idea, and one that more of us should think about doing (page 17).

And last, but certainly not least in the content overview, is the return of the crossword, on page 7, thanks to Heather Ebbs! So when you really need a break, but should really keep thinking about indexing, there you are.

Thanks to our proofreaders for this issue—Linda Lefler (English), Anna Olivier (French), and Frances Robinson (English).

As Managing Editor, I've found that putting together the *Bulletin* over the past few years has really given me an understanding of the indexing world. As my term comes to an end, I'd like thank everyone who volunteered with the *Bulletin* during my tenure. It was a pleasure to work with you.

Natalie Boon,
Managing Editor, *Bulletin*

From the editor of *The Indexer*

Last time I wrote, I was full from the ASI Conference in Minneapolis from which I had just returned, and the prospects for the rest of 2010, including the CSI Conference in Shanghai and the SI Conference in Middelburg.

Well, the CSI Conference didn't happen quite as I expected—the organizers discovered a bit belatedly that the original dates clashed with the Moon Festival, and moved it a couple of weeks forward to dates which I couldn't manage. But Mary Russell (ANZSI President), who joined me

From the editor of *The Indexer* (continued)

in Shanghai, benefited from this change, substituting attendance at the Conference with a two-day tailor-made programme, meeting fellow indexers and exploring together with them some of the problems facing the indexing profession in China as much as anywhere else. Mary and I both write about this in the December issue of *The Indexer* , so I limit myself here to saying we had a wonderful time, working hard, enjoying the youthful exuberance of Shanghai and picking up a few ideas for future collaboration with the CSI. And the Moon cakes pressed on me by our hosts were much enjoyed by the Friends of the Cathedral of The Isles (www.cumbraecathedralfriends.com) at their annual meeting on the Isle of Cumbrae at the end of October. (Too sweet, for me, I'm afraid, or they would have been eaten long since.) The "Chinese" issue of *The Indexer* (September 2009) served as excellent visiting card during my China travels, and enabled me to parade as an expert on things Chinese!

The SI Conference (Middelburg, at the end of September) ran to schedule, with a high turnout from indexers based outside the UK. As someone who (as I say repeatedly) is determined to explore indexing across linguistic divisions, I found this aspect particularly pleasing. Here, of course, Canadians have an inbuilt advantage as we see from the various articles from francophone members of ISC/SCI in *The Indexer*. Not a francophone, perhaps, but bilingual issues form an important element in Brian Hogan's article (based on his presentation at the Montreal conference) on the indexing of "the CCHA and/et la SCHÉC." I am sure we will see more of this across-the-boundaries in the December 2011 issue of *The Indexer*, to be guest-edited by ISC/SCI. I'm very much looking forward to this, partly for the time off from the editorial task it will give me but also, and more importantly, for the great reading we have in store.

The SI Conference was also important for the opportunity it gave the international liaison group, under its coordinator, Ruth Pincoe, to get together on the eve of the Conference, to take a look at the International Agreement and

revisions it might need at the Triennial Meeting in 2012, and also to catch up on developments on *The Indexer* front. Nothing very dramatic here. Much of what the assistant editor was doing has either now been done (copyright permissions) or has become superfluous with the increased use of the website, so the post has, at least for the time being, been dispensed with. The "corresponding members" (whose role has never been quite clear) are now "members of the international advisory board" (on which see the International Agreement, available at www.theindexer.org, the idea being, over time, to develop a medium for greater input into ideas about the future of the journal from members of all the societies on whose behalf it is published. (I took pleasure and pride in including in the advertisement we placed in the November 5 "learned journals" section of the *Times Literary Supplement (TLS)* the words "Published on behalf of the American, Australian and New Zealand, British, Canadian, Chinese, German, Netherlands and South African indexing societies." I hope it will make an impact!) Ideas from ISC/SCI members would be most welcome—just send them to editor@theindexer.org.

An unexpected bit of travel in September was to a Cambridge (UK) seminar exploring what a legal index has to offer that *le plan* (or table of contents) preferred by the French academic world doesn't. I much enjoyed hearing Professor Geoffrey Samuel talking about the value of the patterns thrown up by the indexing process, and I've noted for future use his description of an index as an X-ray, seeing below what is literally on the page. Nobody seemed disposed to argue that *le plan*, Google, or a free-text search was an acceptable substitute so perhaps there's still hope. But if we are to take advantage of that hope, we do have to do more to get really good legal indexers who have the subject knowledge to square up to the task. How often (not least at the Cambridge seminar) do I hear legal authors saying "it was a disastrous index—the indexer didn't have a clue—so now I do my own indexes."

—Maureen MacGlashan: November 2010

Crossword

From A to Z
by Heather Ebbs

Across

1. What the first letter is for, often
6. Torment
12. Things Elsie chews on
16. Black title
17. Windbreaker
18. Carbamide
19. Leopards cannot change theirs
20. With 77 Across, occupational bonus
22. Healthy breakfast base
23. Con's con
24. Weak
25. Whisky
26. Josh
27. ___ Mar ("Where the turf meets the surf")
30. Dud
31. Tuscan tot
33. Deleted
35. Hrs in Ontario
36. Brushed
37. Turns
41. Out of order
44. Lad
45. Bean's relative
47. Type of cat?
48. Our co-president
50. Our co-president
52. I problem?
53. Big bird
54. Wager
55. Pitch
56. Noises
58. Keyboard
60. Short southern belle?
61. Coarse
63. Neural junction
67. Quebec city, now joined with Tracy
70. Bro's sib
71. Social worker
72. Broadcast
73. Glacial time
75. Poem
76. Weakens
77. See 20 Across
81. Books and paintings
82. Beans
83. Spirited gathering?
84. Belch
85. Mexican money
86. Make lovable
87. November's gem

Down

1. Take in
2. Tropical fruit
3. For the time being
4. Heaps
5. Short dashes
6. Beehive or French twist
7. Year in Ancient Tuscany
8. Reel's partner
9. Be present and plural
10. Little woodwind
11. Angle
12. Type of legal battle
13. Cravings
14. Nothing runs like a ___
15. Dionysus
21. Wheeze
23. Two cups
26. Lavigne hit
27. Moist
28. Before before
29. Wattle
32. Most excellent
34. Ragout
36. Spanish sun
38. Type of 6 Down
39. Woof's partner
40. Eye infection
41. Holed it off the tee
42. Three wise men
43. What may have to been used for 41 Down
44. Dulls
46. Away
49. Arabic prince
50. Clear
51. Tuscan island
54. Purchases
57. Cross-reference
59. 21st letter to Dionysus
60. Unit of force
62. Aquatic organism
63. More unhappy
64. Owing nothing
65. Mineral in glass
66. Spurious
67. Stay awake
68. Orange-yellow
69. Woodwinds
74. Early Tuscan being
75. Whale
76. Prefix for plane or gram
78. Perfect score
79. Large wager
80. Single
81. Socialized

Solution page 12.

2010 Fall Executive Meeting Reports

Past President:
Heather Ebbs

My ISC/SCI accomplishments have been few since the summer executive meeting at the time of the annual conference.

I am working on something for the ISC/SCI website on factors for indexers to consider in devising rates; a draft was tabled at the fall executive meeting for review.

Sales of magpie pins have been slow and steady. We have covered off more than half the cost of purchasing them.

Within the next several months I'll be thinking about succession planning. The executive members serve two-year terms, and this coming June will mark the end of the term. The past president generally takes on the role of identifying members interested in serving on the executive, so if anyone out there is interested in one of the positions, please contact me.

Register of Indexers Available
Editor: Deborah Schryer

This will be my final year of producing the *Register* and I'm thrilled to have Dina helping me this time. Over the next few months we'll have to work out who does what.

The production of the *Register* this year promises to be fairly easy because the executive agreed last May to stop printing the booklet and mailing it out. So the extremely time-consuming task of formatting the content in Microsoft Publisher is now behind us and I have to say I'm pleased about that.

I have looked at what the other national societies do in terms of providing access to their register-type information and there seems to be absolutely no consistency. Some just provide their online database with no printable option. Only the SI produces a document that in any

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way matches the content of our *Register* and this is in MS Word.

The South Africans produce a PDF file with contact information (names, addresses, phone numbers) and subject expertise. ASI produces a PDF file with contact information and a statement supplied by each indexer.

I propose to produce the 2011 *Register* in Microsoft Word and then have a PDF version of that on our web site. And finally, I will use the current list of publishers to inform them of the changes to our policy.

Bulletin Managing Editor:
Natalie Boon

So far, we've published one issue of the Bulletin that was unfortunately delayed. There was a positive response to the post-conference issue, which included conference reports, executive reports, information on Andrea McKay's green paper, a letter from Maureen MacGlashan of *The Indexer*, and a crossword.

The next issue is being assembled. So far, I have a crossword, some SIG news, and articles from Noeline Bridge (on the SI conference) and Mary Newberry (on revisiting an index). I have a few websites for the website resources section, though I'm hoping for a few more. So far I've had mixed responses about the software articles idea. I'm going to follow up on that shortly, I don't know if it will fly this issue. It might for next issue, if it doesn't this time. I'm expecting a letter from Maureen MacGlashan as well.

I've come to the conclusion that the primary function of the Bulletin is news and short content. Because we all get *The Indexer*, longer articles just naturally get sent there. That will continue to be the case, especially as we're hosting an issue.

Treasurer: Gillian Watts

At their November 2010 meeting the executive carried out their annual budget-planning exercise, with the following results:

2011 Income

Membership fees	12,000	
Conference	6,000	
Register of Indexers Available	2,000	
Publications revenue	0	
Miscellaneous income	100	magpie pins
Interest income	350	GICs
Total income	**20,450**	

2011 Expenses

Membership	500	includes directory
Conference	6,000	
Executive expenses:		
meeting costs	250	
travel	1,500	
international liaison	2,000	SI, ASI, and ANSZI meetings
Bulletin	1,850	
Register of Indexers Available	250	reminder postcard to publishers
The Indexer	5,000	
Website and e-mail lists	500	
Operating expenses:		
office supplies	50	
P.O. box rental	180	
postage and delivery	300	
Bank charges	250	
Regional group meetings	400	Vancouver group
Volunteers, honours, and awards	200	Tamarack Award; awards committee
Outside services	500	
Miscellaneous expenses	250	translation honoraria
Total expenses	**19,980**	
Income less expenses	**470**	

As usual we have opted for a more-or-less break-even budget, as our goal is to cover expenses, not make a profit. In the event of unexpected expenses, our reserves, which consist of $15,000 invested in GICs, should be more than adequate.

Membership Secretary: Audrey McClellan

As of October 31, 2010, we have 119 members. The geographical breakdown of the membership is as follows:

Within Canada

British Columbia	28
Alberta	7
Saskatchewan	3
Manitoba	1
Ontario	53
Quebec	12
New Brunswick	2
Newfoundland & Labrador	1
Nova Scotia	3

Outside Canada

United States	7
Italy	1
Turkey	1

Membership Types

Individual	107
Student	4
Institutional	8

Institutional members are distributed as follows:

Alberta	1
British Columbia	2
Ontario	2
Quebec	1
Italy	1
United States	1

The following members have joined since the last report:

Kate Adair	kadair@dal.ca
Houda Araj	houda.araj@gmail.com
Florian Ehrensperger	fenrensp@yahoo.com
Lonestar Stone	lonestar.indexing@gmail.com
Lynn Westerhout	LynnWesterhout@mail.com
Nancy Wilson	nwilson@tru.ca

Please update your *Membership Directory / Liste des membres* as follows:

Patricia Buchanan's new address is 294 Pickford Dr., Ottawa, ON K2L 3T5
Marenca Kherani's new address is 1 Yonge Street, Suite 1801, Toronto, ON M5E 1W7

REGIONAL REPORTS

Western Canada Regional Representatives:
Sheilagh Simpson and Elspeth Richmond

This will be a very short report from us this time. Since I reported last, we have had two meetings, both very poorly attended. In June Zuher Sahar presented her index for peer review for *The World Yearbook of Education 2010: Education and the Arab "World": Political Projects, Struggles, and Geometries of Power*. Because there were so few of us at the meeting and because she gave such an excellent presentation, we asked her to repeat it in September. Both times it was a very good learning opportunity for us but, once again, there were only a few of us there.

We have another meeting coming up this month (Nov. 20th) and have been sending out notices again through our own lists, and we will be sending the notice through the ISC list as well. We have done this before and had two meetings last year with respectable attendance but the two above were disappointing. We meet at the Vancouver Public Library—a somewhat costly venue, which the Society has generously funded for the past two years. Sheilagh and I did consider cancelling the space but, when I inquired about doing this, the Library said they would only refund half of the fee for the next two meetings so we decided just to go ahead as planned.

This time, I've already heard back from a few people who plan to come and three of them have volunteered indexes for peer review. One indexer has requested a presentation for web indexing which we hope we can arrange.

We'll be available for the executive meeting on November 6th. meetings this year, via Skype. This certainly helps us keep connected. Thank you!

Prairies and Northern Canada Regional Representative:
Viv Cartmell

There's only a snippet on news from the Prairies and North because the next issue of the *Bulletin* will include news from several Canadian legislatures, including those of Alberta and Saskatchewan. Unfortunately, hardly anyone in the region ever responds to email requests for indexing information, hence the apparent focus on legislative matters.

It was so good to hear from an independent Alberta indexer, Adrian Mather, who wrote the following good news. "It's been a good summer. But the highlight for me came when I received my copy of *Canada's History* (formerly *The Beaver*) and it had a review of 'JB Harkin: Father of Canada's National Parks' which I indexed. The reviewer called the index 'comprehensive'. So few indexes are commented on in book reviews that I think when they are it's worth mentioning." Congratulations, Adrian! E.J. (Ted) Hart's book on Harkin is certainly a hefty volume with 564 pages and it's probably readily available in many of our public libraries. There are certainly copies of it in Saskatchewan public libraries.

The fall session in Alberta started on October 25, 2010. Dierdre Grist reports, "I now have a second freelance indexer helping out with some of the committee indexing. The Legislature decided to move estimates consideration into four new standing committees instead of debating them in Committee of Supply, so there's a lot more committee indexing to do."

As the indexer for the Saskatchewan Hansard (House and committees), I smiled at Dierdre's statement. Saskatchewan moved to a similar committee system back in 2004. Committee indexing expanded from two committees to eight, but I continue to be the only indexer (part-time) to do all the work. Fortunately some of those committees seldom meet, e.g., Privileges, or they have short meetings, e.g., House Services. As you can guess, I've been quite inventive about managing loads of text for such things as public hearings on bills.

In the Potash Province (Saskatchewan), the fall session starts on October 27, 2010 (tomorrow). This part of the session is scheduled to run until December 9th, then the session resumes in early March 2011. Potash is bound to be discussed a great deal during the session. However, it will be interesting to see what other topics are going to be outlined in the Throne Speech.

ISC/SCI Logo

The official Indexing Society of Canada / Société canadienne d'indexation ISC/SCI logo, the thinking 'i', is available for members to upload onto their websites. It must be updated as you update your membership, as it has the membership year on it. It is only available to members in good standing and only for Internet use. It is not available, except for ISC/SCI business, for hard-copy use.

If you would like to use it on your website, please email Mary Newberry and she will send you a file to upload. mary.newberry@rogers.com

CROSSWORD SOLUTION

Crossword can be found on page 7.

¹A	²P	³P	⁴L	⁵E		⁶H	⁷A	⁸R	⁹A	¹⁰S	¹¹S		¹²C	¹³U	¹⁴D	¹⁵S

Row 1: A P P L E ■ H A R A S S ■ C U D S
Row 16: B A R O N ■ A N O R A K ■ U R E A
Row 19: S P O T S ■ I N D E X E R S G E T
Row 22: O A T S ■ P R O ■ ■ W A T E R Y
Row 25: R Y E ■ K I D ■ D E L ■ L O S E R
Row 31: B A M B I N O ■ E R A S E D ■
Row 35: ■ E S T ■ S W E P T ■ Y A W S
Row 41: A M I S S ■ B O Y ■ P E A ■ F A T
Row 48: C A R T M E L L ■ N E W B E R R Y
Row 52: E G O ■ E M U ■ B E T ■ S L O P E
Row 56: D I N S ■ I N P U T ■ D E B ■
Row 61: ■ E A R T H Y ■ S Y N A P S E
Row 67: S O R E L ■ S I S ■ A N T ■ A I R
Row 73: I C E A G E ■ O D E ■ A I L S
Row 77: T H E L A S T W O R D ■ M E D I A
Row 82: U R D S ■ S E A N C E ■ E R U C T
Row 85: P E S O ■ E N D E A R ■ T O P A Z

Thanks to Naomi Pauls and Brad Ebbs for cross-checking this puzzle.

Snippets of News from Canadian Legislatures

Snippets compiled by Vivien Cartmell

In order to provide readers with some insights into the activity in our provincial legislatures, assemblies, and parliaments, in mid-October 2010 I sent an email to the Canadian Hansard indexers' list soliciting information. I posed a number of questions in order to get the creative juices running and I was delighted to get several responses, as recorded below. The questions I included in the email follow.

- Are you in session right now or is a session going to start soon?

- What topics are really important in your area at this time? Answers to this question could provide an interesting paragraph or two on what is happening right across the country.

- Do you have any special committees looking at specific issues, and does your office have to index those committee proceedings?

- Have you run across anything funny during your indexing? I'm sure there are members in every jurisdiction who say some funny things, or express themselves in a manner that comes across as funny.

- If you do any retrospective indexing, are there practices you've encountered that are quite different to the current practice? For example, I've noticed that in the mid to late 1970s in SK the members spoke back to the Speaker more so than they would be allowed to do today. As well, they quite happily criticised members in other parties without receiving any rebuke from the Speaker or the committee Chair.

House of Assembly Newfoundland and Labrador Hansard

The fall sitting of the 3rd session of the 46th General Assembly of Newfoundland and Labrador is expected to commence in mid-November. The House adjourned for summer on June 24, 2010.

Some of the issues that I expect to carry over from the spring sitting include questions surrounding Government's expropriation of the AbitibiBowater mill site, especially concerning legal and environmental remediation costs. In the area of health care: air ambulance services, ongoing reorganization within the health care boards, and wait times have been prioritized issues. The issue of the development of the Lower Churchill energy project will no doubt be raised in the House, as well as possibly further concerns and questions regarding prevention and preparedness for oil spills, in the wake of the Gulf disaster earlier this year. Question Period should be especially diverse in nature this fall, given that 2011 is an election year.

There are no special committees at the moment. Most provincial legislatures manage their finances through an Internal Economy Commission. Following various political financial scandals in recent years, our legislature's finances are now governed through a body called the Management Commission. So far, there is no formal talk of indexing the proceedings of these meetings, but it would be good if that work were being done.

I am currently wrapping up the project of indexing the proceedings from 1933. That is the year in which the Dominion of Newfoundland essentially surrendered responsible government, and was thereafter governed by a Commission of Government which answered to England. That remained the case until 1949, when Newfoundland joined Canada. The economy in Newfoundland in 1933 was beyond dire straits… Malnutrition was rampant in the outports, with children suffering from scurvy and rickets, and people were

Snippets of News from Canadian Legislatures (continued)

without the means to buy sufficient clothing for themselves, sometimes wearing garments made from old flour and sugar sacks. The ongoing struggle to make interest payments on debt, and the prospect of defaulting on loans, were some of the reasons that led the members of the 28th General Assembly to give up representative government.

There was greater eloquence of language in the 1932 and 1933 proceedings, compared with the language used today. Alas, there was not much occasion for humour in the House in 1933 or in the spring sitting of 2010. I do appreciate wit when it arises in Hansard.

There are certainly many differences in procedures/rules in the House over the years, which I find when I do retrospective indexing. In 1933, Newfoundland still had a bi-cameral parliament, so legislation had to pass both Houses before it was assented to. Amendments could be proposed in Legislative Council (the Upper House) and sent back to the House of Assembly (Lower House) for approval, and the process would go back and forth until there was agreement.

Reported by Trine Schioldan
url for the Hansard index: http://www.assembly.nl.ca/business/hansard/onlineindex.htm

Legislative Assembly of Prince Edward Island
Hansard

The 4th session of the 63rd General Assembly starts November 12, 2010. The next election is in October 2011.

The Provincial Nominee Program is certainly a major topic for the head of the opposition; also, wind energy and electricity rates; and the debt. Less in the news, but of keen importance especially for those who work in Province House, is the future of Province House. It's now co-operated by Parks Canada and the provincial government. Maintenance issues and space issues have come to the fore. A piece of the building outside fell off and nearly hit someone earlier this year. There was one public hearing earlier this month, and the second (and likely last) this afternoon, gathering input on what the province should do. These hearings are under the auspices of the Legislative Management committee, whose proceedings are usually *in camera* and not recorded.

The General Assembly has no special committees, only standing ones such as the Public Accounts Committee (PAC) and the LM; but we do index those. Soon we'll start a new index from September 2010 to whenever seems a good time to stop.

Is there humour in the proceedings of the Legislative Assembly? They're a sober group here, so there's very seldom anything funny.

Has any retrospective indexing been done? A staff member, now a former staff member, did back-indexing from 1996 (when Hansard started here) to spring 2002 because no index for those years was online. And what was in the bound books was inadequate. She found massive errors in the printed document for certain years. Two examples: same page numbers used twice over about forty pages (without the same content), therefore necessitating something like p. 151–1 and 151–2 for the indexing (the original document doesn't exist in computer file form and now is only bound or a pdf online), and an incorrect header used for a whole day's sitting. I started here in the spring of 2003.

This last item may be of interest. My first book, *Verbatim: A Novel*, came out October 1, 2010 from Enfield & Wizenty (of Winnipeg). It takes place in the legislature of a fictional province, in the 1990s. It's told from the Hansard viewpoint, and uses only lists of members, letters between bureaucrats, and debates on the floor of the legislature. No indexers appear in the book, and no offense was meant by that choice!

Reported by Jeff Bursey
url for Hansard: http://www.assembly.pe.ca/hansard/index.php

Snippets of News from Canadian Legislatures (continued)

Legislative Assembly of Saskatchewan
Hansard

Potash, potash, potash! Everyone from coast to coast to coast in Canada has surely heard about BHP Billiton's takeover bid for the Potash Corporation of Saskatchewan. An emergency debate took place on the second day of the fourth session of our 26th Legislature (28 October 2010). The Throne speech was the only substantive proceeding on the first day of session. So all the "Hansardians" in Saskatchewan have rolled up their sleeves and are ready to tackle what is bound to be one of the major topics of discussion in this fall part of the session.

Health care across Canada is in major stress right now. The health critic in the Saskatchewan Legislative Assembly is very active in questioning many facets of the field. Long-term care facilities (bed closures, capital funding, etc.), funding in the health regions, out-of-province health care, and ambulance services are just some of the topics being discussed. Agriculture is still an important contributor to the provincial economy so financial support for farmers after this year's particularly difficult growing season is topical.

During this segment of the current session the members of the Legislative Assembly will have considerable discussions on the new bills that are introduced. Much of that legislation will be amendments to existing acts. Two private members' public bills have already appeared: *The Seniors' Bill of Rights Act* and the *Autism Spectrum Disorder Strategy Act*. As well, there will be discussions on supplementary estimates. All of the discussion on estimates and part of the discussions on the bills will take place in the committees. (The Saskatchewan Legislative Assembly has eight committees.)

In this year's (2010) response to the Throne Speech, the Minister of Justice and Attorney General made some delightful personal comments. "Mr. Speaker, I usually when I'm doing these things comment on my mother. My mother is now 89 years old… and still watches the legislative channel… She stays active and communicates well by email and I'm waiting to see my BlackBerry light up with criticism partway through.

"My mother-in-law still lives in Rosetown… and I would hazard to say makes the best butter tarts in the province and is very generous in sharing them. Sadly, as the family has grown there's more and more grandchildren… so I have to share the butter tarts and stand in line. I'll be out there this weekend with the hope of getting some."

Hansard indexing in Saskatchewan started around 1980. So, when the current discussions have been indexed I've been working on transcripts from the 1970s. Potash was a major discussion point in the mid-to-late 1970s. That was the time when the Saskatchewan government was buying the companies that were mining the mineral in this province. Some of the comments from the floor have had me in gales of laughter, e.g., "The member for Thunder Creek has a serious problem personally and that is that his mouth is generally in road gear and his brain is generally in neutral." The Speaker made the member withdraw that personal comment. On another occasion an opposition member said, "The only way that you can get this government off its rump these days is to have a situation arise which has a potential political embarrassment for them." An apropos statement made by the Speaker when bringing the House to order (May 24, 1978) was "Order, order, please. If I might say, yesterday is gone, tomorrow may never come, today we live. So let's deal with that." There are gems to be found in the many pages of transcripts both past and present.

Reported by Viv Cartmell
url for Hansard: http://www.legassembly.sk.ca/hansard/default.htm

Snippets of News from Canadian Legislatures (continued)

Legislative Assembly of Alberta
Alberta Hansard

We are currently in between sessions here in Alberta—the fall session doesn't start until October 25, 2010.

It has been fairly quiet over the summer with just a few committees to deal with. Some of the part timers were in now and then to work on the back issues project. We are gradually converting the old bound copies of Hansard to digital files by way of scanning them and then cleaning up the text. They are back to 1982 now, so only ten more years to go! It is a good project and quite popular as they can choose when and how often to work. It gives them some income in between sessions and is a way to keep them working for us.

I now have a second freelance indexer helping out with some of the committee indexing. The Legislature decided to move estimates consideration into four new standing committees instead of debating them in Committee of Supply, so a lot more committee indexing to do.

I've been busy updating my manuals this summer and converting everything to Word. We are probably the last Hansard operation to still be using WordPerfect, but our information technology services people are getting antsy about getting rid of it. One of the senior editors has been working on the conversion all summer, so Hansard will be done in Word fairly soon.

Our Chief Electoral Officer has been in a bit of controversy too. The last officer was quite critical of how the last election was run, and of how elections are run in general and made several recommendations for change. When his appointment came up for renewal, he was not re-appointed. We now have a former Chief Electoral Officer back again; not sure if the government will change anything.

A major topic of debate this fall is sure to be the oilsands and their environmental impact following the much reported visit of two U.S. politicians on a fact finding mission to determine if the U.S. will continue importing our "dirty" oil, and also the visit by James Cameron (*Titanic* director and environmental crusader).

Reported by Dierdre Grist
url for the Hansard: http://www.assembly.ab.ca/net/index.aspx?p=adr_home

Legislative Assembly of British Columbia
Hansard Index Services News

Of course, the big news this year—or should we say in indexing terms, the big main heading—has been the harmonized sales tax in B.C. Our content under "H" is certainly longer than usual years. We have broken down the topic into many subheadings to deal with the volume of content on this new tax. With a province-wide initiative vote on the HST set for next September, we are sure to encounter more on this topic come spring session.

Well, fall has arrived in B.C., but not a fall session of the Legislature. Instead of indexing the debates of the House, indexers are working on pre-budget consultation committee transcripts. The Finance and Government Services Committee is tasked with conducting public hearings in communities all over the province to hear British Columbians' priorities for government spending. So instead of indexing political speeches by the 85 elected Members of the Legislative Assembly, we are indexing presentations from witnesses at these public meetings. http://www.leg.bc.ca/cmt/39thparl/session-2/fgs/5-39-2-4-7.htm

These presentations are given by people ranging from private sector corporations, local government and various organizations to the proverbial "Joe Public" who walked by, heard what was going on, and wanted to give his/her two cents at the open microphone session at the end. As you can imagine, many of these presentations are very interesting to index as the pool of speakers is large and the topics wide-ranging. Presenters often go "off-script" and their extemporaneous speeches can be a challenge to index.

Snippets of News from Canadian Legislatures (continued)

What is substantive, what is a digression and even what is a digression from the digression? I find I am often touched at the passion with which people express themselves on issues important to them (good thing the tissue box is always handy). And what to do when presenters break into song, as with the Raging Grannies a few years back? Indexing committees is definitely a departure from indexing House debates (politicians don't usually talk about *decreasing* the amount of parkland in B.C…)

Reported by Julie McClung
url for the Hansard: http://www.leg.bc.ca/Hansard/index.htm

REVISITING AN INDEX

Prepared by Mary Newberry

My indexing year began in Italy. That is to say, the book I was indexing was about Tuscany; not the Tuscany of tourism and travel, but at the end of the Second World War. The author details the memories of massacres in three tiny hill-top villages and their effect on the life of the villagers. Out of these general memories of the book, *War, Massacre, and Recovery* by Victoria C. Belco, published by University of Toronto Press, there are two quirky details I find my mind revisiting. With some minor trepidation, almost twelve months later, I decided to test my index. Could I find these details?

There was a tax placed on espresso machines, as one of the measures imposed by the occupation government to raise money in this devastated country. It struck me, because it spoke of how basic some luxuries are. Even today, a specially brewed cup of coffee from a cafe is a luxury that most of us can afford, at least a few times a year. Even people who don't drink coffee can often appreciate the sound and smell of a cup created by a practiced barrista.

The word "espresso," however, was not forthcoming in my mind. I thought "cappuccino," and found nothing. So I next went to "taxes." I was rewarded with "taxes … on signs, espresso machines, pianos, etc., 230–1." I then checked to see if I had given it its own entry. There it was: "espresso machine tax, 230." I looked it up. A cafe paid more or less tax depending on the number of spouts on the machines it owned.

The other scene I found my mind often returning to took place on the first anniversary of one of the more horrific massacres. I remembered it because of the wild mixture of messages and images it left in my mind. The passage was exceedingly visual with the priest standing above the crowd of villagers and further down, in the piazza, more villagers and the local politicians and speech makers. Grief and redemption filled the scene as people crowded these public spaces that only a year before had been filled with horror.

How was I to find the reference? I first looked under "anniversary" and found no entry. I thought, maybe under "massacre: anniversary." Again nothing except cross references to specific massacres. But I couldn't remember which massacre. I was worried my index would let me down. As I have said, it was a very visual scene, and this was aided by the presence of a photograph of the site of the ceremony illustrating where the priest stood and where below in the piazza the politicians stood. They could see and hear each other and the speeches by the politicians so incensed the priest that he "could restrain himself no longer and called out a loud 'that's not true' from the church above"!

I went to this photograph and here I found the name of the massacre. I went back to the index: "Castelnuovo dei Sabbioni massacre … ceremonies marking anniversary of, *ff15–18*, 369–71, 371–4, 377–8." I also looked under memorials and memory, which sent me to "honouring the dead … politics of, 366–7, 367–78."

I wondered if I should have kept the entry for "anniversaries" that I had in the original draft. I remember going through the index and editing it out. The book is long, over 500 pages, full of important minute details not easily accessible elsewhere. How does one decide what to leave in and what to remove from an index? As it is, the index is 36 pages of run-in entries with, I just noticed, another six blank pages following. Had I known there would be blank pages, I could have left some of the entries I pared out in the editing

Revisting an Index (continued)

process. But extra length is not always desirable. I did find the morsels I sought. The index was easy to navigate. The extra pages would mean more to wade through. Or so I comforted myself.

And I was comforted. I did find the details I was looking for, even with my vague recall. The index reflected the book back to me as I went through its entries. My initial hesitation in testing my index was overcome as I revisited this book and its useful tool— the index.

Society of Indexers' Conference in Middelburg, The Netherlands September 29–October 1, 2010

Prepared by Noeline Bridge

The Society of Indexers usually meets in the British Isles, but this year the venue was in Middelburg, in the Netherlands. Caroline Diepeveen, who lives in Middelburg and who attended the international Toronto conference in 2006, was the organizer, along with another local Dutch indexer, Pierke Bosschieter. With attendees from the Netherlands, Germany, the U.S., Australia, South Africa, and Canada (Ruth Pincoe and I) accompanying many British indexers, the conference had quite an international air of its own.

The venue itself was extraordinary. The conference was held in the town hall of Middelburg, reconstructed faithfully to its medieval origins after Second World War bombing. So we congregated in three splendid rooms, in order of size and splendour, the burghermaster's and aldermen's hall, the council chamber, and the large burghers' hall for the plenary sessions at one end and food and drinks at the other. The interiors were like those in old paintings! The town hall was situated on the market square of Middelburg, a short walk from our conference hotel. On Thursday, unfortunately the one full day of the conference, the square was occupied by the busy and picturesque local market. Some of us played hookey from the conference for a short time to visit at least some of the many stalls and mingle with the crowd of residents.

The program was also unusual in that it often moved from the nitty-gritty of back-of-the-book indexing into the broader realms of knowledge organization and information retrieval. Typical of these were presentations by two Dutch professors:

- Eric Sieverts—on how Google organizes information compared with indexing
- Wouter Gerritsma—on the expansion of the information environments of the Web and of libraries.

Other presentations were more immediately relevant to the back-of-the-book indexing context. Harry Bego presented the indexing software program TExtract. This program appears to work in reverse of normal indexing procedure: usually indexers start with familiarizing themselves with the text, indexing as they proceed through it, and then editing the index. With TExtract, you begin with the index: you throw the program at the pdf of the text, and it generates an index based on recurring important words and phrases. Inevitably, this results in a large index, which may well include unwanted material, along with many undifferentiated page locators. At this stage, the indexer gets acquainted with the text by editing the generated index, pruning, resolving headings, and adding subheadings. The presenter stated that it is popular with academic authors, printing offices, and corporations—I could see its usefulness for these groups of those already familiar with the text. Otherwise, I wasn't sure, but thought it would be fun to try the software some time!

Society of Indexers' Conference in Middelburg, The Netherlands (continued)

Rudy Hirschmann, from California, spoke on the Einstein Papers Project. This project brought together tens of thousands of Albert Einstein's papers, edited and published in eleven volumes as *The Collected Papers of Albert Einstein*, the eleventh being devoted to the cumulative index, and which won the SI's Wheatley Medal in 2009. Hirschmann described the enormous coordination effort of a team of subject experts, pulling together the indexes to the previous ten volumes into one cumulation, using software and indexing principles. The process was first a manual one, and then digitized as the index was embedded in FrameMaker.

Among several concurrent sessions, I chose to attend that on the indexing of Islamic and Middle Eastern materials. This was presented by Joel Elich of the old, famous Dutch publishing firm Brill, and Caroline Diepeveen, who indexes regularly for Brill. Brill publishes 500–600 monographs per year, in many languages, with compulsory indexes to each. It also produces encyclopedias, of the *Qu'ran*, Women in Islamic Cultures, Jews in the Islamic World, and Islamica, and is working on the third edition of its Encyclopedia of Islam, which is not due for publication until about twenty years hence. Issues associated with the latter include names spelled/transliterated in different ways, with about 60,000 personal names in its database, for which Brill is compiling a names authority list. Preferred forms of the names will not be used, as different forms are seen as such and not incorrect; the issue is to establish which people are the same. This led into a considerable discussion on the use of diacritics and the rendering of these in Unicode, which is being tackled by the major indexing programs. Brill is creating its own system, which will comprise around 65,000 diacritical marks, and which will be available on the Internet. The scope of the problem of diacritical marks was made vivid by Elich when he pointed out that the annual Unicode conference draws around 2,000 attendees each year.

Other concurrent sessions saw presentations by Ruth Pincoe, well-known to Canadian indexers, on cross-references; and the Australian indexer, Max McMaster, on indexing illustrations, both of which I had attended at other conferences. Also, there was a session in Dutch, on indexing principles for Dutch editors, presented by Pierke Bosschieter.

Although I didn't attend this session, I have read an account of it and can't resist quoting Bosschieter's five-point indexers' wish list at the end:

1) better payment
2) if the printing process is delayed, don't make the index deadline tighter
3) don't make changes in proofs without notifying the indexer
4) let the indexer's expertise prevail over the "ignorance" of some authors
5) mention the indexer in the colophon, or ask the indexer if he/she wishes to be included in it.

Apart from the international/*Indexer* meeting, which was held on the afternoon before the conference officially started, Thursday and Friday sessions began at 9 a.m. and ran into Wednesday and Thursday evenings, with food and drink (including wine in the evenings) provided. So, as well as stimulating content, we attendees had the added stimulation of each others' company over the three days, with ample time to reconnect with colleagues previously known, and meet previously unmet ones. After Friday's conference wind-up and communal lunch, we departed on post-conference tours, some on foot to the local Zeeland museum, and others of us on a bus to the coast to visit the Neeltje Jans Deltawerke, the park exhibiting the massive Dutch storm surge barrier to keep the North Sea from again invading the islands of Zeeland (Middelburg sits on one of them), which it did in the great flood of 1953 and during which many lives were lost.

Not only did Caroline and Pierke mount a fascinating conference, but also a hospitable one. The conference hotel was well chosen in that it was both near the railway station where we all arrived, and a short walk to our conference venue. They also arranged dinners for attendees in a restaurant on the market square for those of us who arrived on Tuesday, well before the conference began on Wednesday afternoon, and also for those of us who were staying on after the post-conference tours, affording even more opportunities to meet and reconnect. As well, their email communications before the conference were frequent and informative, not only regarding the conference itself, but how to get to Middleburg, and links to information about this lovely city—we almost felt at home there before we arrived!

SIG News

SIGs (Special Interest Groups) are groups of indexers interested in specialized subject areas or indexing methods.

BUSINESS SIG

Carolyn Weaver, the liaison for the Business and History/Archaeology SIGs, notes that there is nothing to report at this time, except to say that the HA and Business SIGs would welcome ISC members! Members of affiliated societies can now join ASI SIGs by clicking Online Store under the 'publications' button on the ASI home page and pay dues via credit card. Just select 'Special Interest Groups', and the list of SIGs and their dues is displayed.

GARDENING/ENVIRONMENTAL STUDIES SIG

The G/ES SIG has created a Facebook Page. You can find it at:

http://www.facebook.com/home.php#!/pages/Gardening-and-Environmental-Studies/151451181542490

Membership in the SIG is not required to "like" or "friend" our Page! Any/all of your members are encouraged to join, post, participate in any manner they desire.

Also, I encourage the ISC, if it has a FB Page to link to our SIG Page - and I will check and do the same with yours if you have one.

HISTORY/ARCHAEOLOGY SIG

See BUSINESS SIG, above.

LEGAL INDEXING SIG

The ASI-affiliated Legal Indexing SIG held its 2010 annual meeting at the conference in Minneapolis. Priorities for activities and expenditures were discussed. SIG leaders followed up in June on the suggestion to conduct a member survey. Maria Sosnowski, with help from all SIG leaders, used the Survey Monkey tool to develop a list of questions. The survey was sent to all 44 members, with 26 responses coming in. The survey questions, responses and summary report are available to members in the Files section of the SIG Yahoo Group.

We discovered that 61.5% of the responding members have 7+ years experience with legal indexing. We also found that 36% of responders said that the majority of their indexing business is legal indexing. And we learned that 40% of SIG member respondents have a law degree; 16% have a paralegal certificate or degree; 44% have legal work experience.

The responses will give direction to the SIG:

1) continue with the listserv and annual meeting for indexer networking

2) continue to maintain the "Find an Indexer" web page, but make the functionality of it more equitable

3) create a way to find an indexer by legal specialty

4) sponsor seminars on legal indexing

The SIG has submitted a proposal to the 2011 ASI conference committee, and if approved, we plan to sponsor a panel of legal publishers to talk about the changing field of legal indexing.

The SIG leaders—Mary Harper, Paula Unger, Maria Sosnowski, Mary Wendt and Lori Murphy—are continuing to develop strategies for implementing the survey results. We also heard from five new volunteers to help the SIG accomplish our goals and our thanks go to Diana Witt, Nancy Gerth, Sandy Sadow, Paul Kann and Lyle Warren.

Legal Indexing SIG, http://www.legalindexing.org an affiliate of the American Society for Indexing (ASI)

SCIENCE AND MEDICINE SIG

Our group has been fairly inactive in last months, hopefully owing to a great amount of indexing work for our members. The one big thing we've accomplished in the last year is the major revision of our website. Our old site had served for many years and was very much in need of a face-lift. The son of one of our Canadian members is a website designer on the side, so after viewing his portfolio the officers decided to

SIG News (continued)

contract with him for our site. We had previously polled the membership on this issue and reviewed the portfolios of a number of other designers. Once we settled on the person, the officers collaborated with him extensively in order to produce the best possible result.

We had previously determined the purpose of our site to be largely informational, a place for colleagues and others to find contact information for individual indexers. With this in mind, we worked to design an easy-to-use site with a large and informative member directory. Prospective clients can also submit a job, which is sent to the officers for submission to our discussion list.

No site would be complete without telling our prospect why they need us of course; this information can be found on our home and resource pages. The site also includes appropriate metatags and keywords to assure placement on search engine hits pages.

Our site is located at
http://www.scimedindexers.org

WebLinks

This is the first instalment of an ongoing feature that will profile useful websites for indexers. If you'd like to contribute to WebLinks, please contact the editor.

Vivien Cartmell recommended the authorities files at the Library of Congress, particularly the subjects. "As you know, any topic under the sun can occur in our legislature, so to have available such a wide range of subjects frequently helps me. As well, the Library of Congress subject authorities are very useful in the building and maintenance of a subject guide (in Cindex) that I've established for my work."

The url to the Library of Congress authorities follows:
http://authorities.loc.gov/

Heather Ebbs made the following suggestions:

This is the U.S. Library of Congress Name Authorities website. One can search personal names to help identify which name to index under. It is not perfect—one needs to retain caution—but if there is a name that is not in your biographical dictionary at home, this is a very useful site. [editor- This is the same site that Vivian Cartmell recommended, but I've left it in Heather's list, as she has a slightly different perspective on it.]
http://authorities.loc.gov/help/name-auth.htm

Medical Subject Headings (U.S. National Institutes of Health): I must use this resource for my medical periodical indexing, to ensure consistency over the years and to ensure that I use terms that researchers commonly look for.
http://www.nlm.nih.gov/mesh/

This is the companion site, in a way, for MESH (above). I use this site for the French-language periodical indexing I do. One can search in English or in French to come up with the consistent French term.
[editor- If this link does not work for you when you click on it, copy it to your web browser. There were some compatibility issues in testing.]
https://rvmweb.bibl.ulaval.ca/

The Canadian Government has a great list of online thesauri available:
http://www.collectionscanada.gc.ca/government/controlled-vocabularies/007004-6000-e.html
Some of these may have fees associated (I haven't checked all, but I see at least one that I know does), but others are free.

Natalie Boon has two recommendations for name resources online:

The CATHOLIC ENCYCLOPEDIA website is a useful site if you're indexing historical texts with religious figures in them. It gives biographical information that can be used to find full names, and to confirm (or deny) if variations in a name are referring to the same person. It's also available as a CD-ROM.
Catholic Encyclopedia
http://www.newadvent.org/cathen/

There's also *The Indexer* Centrepieces online. Being able to access these guides to handling different national treatments of names at a click can be very useful.
http://www.theindexer.org/

Indexing Software Section

This section is on the software packages that many of us use daily. These articles are provided by the software providers, and are sorted in alphabetical order.

Sorting in CINDEX™ – *Tips and Techniques from Indexing Research*
by Frances Lennie

There are two basic sorting conventions employed in indexing: word-by-word and letter-by-letter. Different authorities (e.g. International Standards Organization and *Chicago Manual of Style*) as well as individual publisher style guidelines, place varying spins on these two conventions. CINDEX provides a selection of protocols as well as customizable "Exceptions."

The default setting for sorting is a "Simple" sort in which each character is sorted according to its computer (ASCII) value. This means that any main heading that begins with a quotation mark will float to the top of the index. Other characters that have a special significance, such as < > and { }, for hiding and forcing placement during sorting will also be evaluated according to their character value – in this case at the end of the index. All other headings beginning with alpha characters will file where you expect to see them.

So, to have entries beginning with quotation marks or special characters (as mentioned above) file in their correct places, you need to select one of the sort protocols at:

Tools Menu/Sort/Alphabetizing Rule

Sorting the index entries by their locators is often necessary as well as useful—use the A→Z and 1→9 icons on the index tool bar to switch easily between the basic alphabetic sort and the page sort. Uses for a *page order sort* include:

- checking entries against page proof
- revising an existing index
- providing the client with an easy way to locate entries if there will be last-minute movement of text and they need to make page corrections in your finished index.

Remember that when sorting by locator, CINDEX will only sort by the first locator entered in the page field of any record. For example, a page field containing the locators "12, 45, 78" will only appear among the other entries sorted at

12, so you will need to Expand the index (*see* Tools Menu/Expand). This will then show the entry in three positions: at 12, 45, and 78.

The opposite of sorted is *unsorted* and CINDEX can display the index in this manner too. In most cases this will reflect the order in which you write and add entries to the index. If you are importing an index from another compiled source (e.g. conversion of previously published index) the Unsorted order will mimic the order of the original. To change to Unsorted order go to View Menu and click on "Sorted." This removes the check mark and "unsorts" the index. The word "Unsorted" will appear in the status bar at the bottom of the index. To further confirm that the index is indeed unsorted vs. sorted, you can choose to display the number assigned to each record by going to View Menu and selecting "Show Numbers"*. Please note you will only see the numbers when you are in Draft View.

An unsorted view of the index can be useful for:

- reviewing your thought processes during the compilation of the index
- finding aberrant records (disconnected or broken entries) after importing an index from an outside source

CINDEX also sorts subheadings under any heading term by ignoring leading prepositions or conjunctions. The list of the default subheading prefixes is at:

Sort Menu/Ignore Subheading Prefixes

This list can be edited as you wish. For example, if you want CINDEX to sort *on* (rather than ignore) the subheading prefixes then simply highlight the whole list and press the delete key to remove them.

And, did you know that CINDEX can arrange the whole index according to the content of any subheading level? Useful when you want to ensure complete consistency of wording of subheadings.

Lastly, when you make a group (temporary or otherwise) as the result of a Find, you can sort the group quite differently from the sort in effect

Indexing Software (continued)

for the index as a whole. Just use the tool bar icons.

* All menu selections on the Windows® version of the program have keyboard shortcuts (Mac® version of the program has fewer). If you find yourself using the mouse repeatedly for the same function, stop, look, and learn its keyboard equivalent. It will save you time and energy.

Macrex Default & Definition Files by Gale Rhoades

Introduction

As you work with MACREX, your focus should be on the words and phrases you are writing, and on the structure of the index you are creating. All of the many options for sorting, formatting, and viewing the index should operate behind the scenes exactly the way *you* want, as you work and when you produce the final index.

To make this possible, MACREX offers menus of user-configurable settings, organized by function. You choose the desired options for each index by selecting from the options menus (sort, merge, options, layout, etc.) those settings appropriate for the project. For instance, let's say you want MACREX to recognize Roman numerals: at the **Main Menu** press **o** to go to **General Options Menu 1** then **change option H to YES**.

But there is no time to set each of these options every time you start work, or even at the beginning of each new project.

Few MACREX users will ever need to consider more than a handful of the hundreds of available options. Each project may have its unique requirements but generally there is little variation in the parameters for a specific publisher or type of index. For this reason, MACREX has **default** and **definition** files that allow you to use, with little or no effort, appropriate settings each time you work on an index.

What Is a Definition File?

For each options menu, the chosen settings may be stored in a file on the hard drive. Each file has an extension indicating the options menu to which it belongs. These collections of settings are the MACREX Definition Files.

There are two categories of definition files: **Named** and **DEFAULT8**. The DEFAULT8 definition file is the list of settings that will be loaded automatically when that options menu is used. DEFAULT8 files are created from Named definition files when you press E at an options menu and specify the folder to which the settings should be applied. Unless you are changing the settings for all future indexes (in which case you should specify the *Default folder*), you should always specify the *active Index folder*.

This allows you to work using your personal preferences, rather than the MACREX built-in settings. It also allows you to have unique project-specific (Named) definition files in each indexing folder. Many users reduce the time it takes to finish an index by having one folder configured for the settings which make them most productive. The index files are transferred to the client folder only to prepare the submittal copy.

Search path

To get MACREX to perform as you desire, you must understand the *search path*. This is what tells MACREX where to look for necessary files: index-specific files, named definition files, DEFAULT8, word processor files, etc.

For MACREX users who do not use client-specific or project-specific folders, the search path is very simple: every needed file is in the *indexes* folder; in other words: the index folder is also the default folder.

When MACREX is configured to use multiple folders, the search path extends to permit default definition files (DEFAULT8) to override general MACREX settings. To clarify, let's look at how MACREX uses the search path in such instances. First MACREX examines the folder in which the index was created. If the appropriate DEFAULT8 file is found, it is used. If it does not contain the relevant DEFAULT8 file, MACREX looks in the Indexes folder. If neither folder contains the appropriate DEFAULT8 file MACREX will use its built-in settings.

Named definition files

Once you have an options menu's settings configured for a unique type of index, save the choices on the hard drive. To create a named definition file, get your settings the way you want them. Then press **$** or **8** to save them. Name the file (the default is a name which matches the currently opened index; most users

Indexing Software (continued)

prefer a more descriptive or generic name). When prompted, add a description detailing the settings that are unique to that file. It is also a good idea to include as part of the description the name of the file upon which it was based. (For example, a sort file called **Hall.srt** created from an existing file named **Strict LxL** is described as "Hall [Strict LxL]: see also first subentry.")

To load a named definition file, press **CI** at an **options menu** to see a list of the files installed with MACREX or that you have previously created. Select and load the desired file. To avoid having to load a specific definition file each time you work on an index, create a DEFAULT8 file.

Default files

If you simply change some options on a menu and continue working, those options will apply—but only until you exit the index, or sometimes, as with Merge and Sort settings, only until MACREX changes to a different program module (e.g., the outPut Menu). This is why you need a DEFAULT8 **file** for each options menu.

If you are at an **options menu** and press **E**, MACREX will save the chosen settings for that menu as the default. This means that these settings will become the DEFAULT8 file for this menu in that folder, and MACREX will automatically use them each time you open an index in the same folder.

There should be, in the search path, a DEFAULT8 file for each options menu. The file extension will indicate the options menu with which the settings will be used. For example, .srt for the Sort menu, .mrg for the Merge menu, and so on.

If you go to an options menu, load a definition file (or make one or more changes), then press E, the *new* collection of settings will be saved as the DEFAULT8 file and will have the description from the named definition file. To ensure the description identifies the DEFAULT8 file, you must save to an appropriately described named file before pressing E.

Gale Rhoades, in addition to being the North American publisher of the Macrex Indexing Program, is a consultant who specializes in making the use of computers more like toasting bread than rocket science. She

developed many of her skills and techniques during the ten years she served as the Executive Director of the nonprofit Fog International Computer Users Group. In addition to coordinating the activities of volunteers and employees there, she was often the teacher who manages to stay just one step ahead of the students. Since 1991 she has been self-employed, working with individuals, small businesses, and municipalities; her client base now extends far beyond the San Francisco Bay Area in which she lives. Indexers, and especially Macrex users, often benefit from her extensive (and freely shared) knowledge of hardware, software, and peripherals. She offers four principles for successful computer usage: Try before you buy; a current backup will prevent disaster; if you can't solve a problem in five minutes, seek assistance; and the only "dumb" question is the one not asked.

Using SKY Index v7.0 more efficiently
by Kamm Schreiner

In this issue we will discuss a very simple, yet very useful set of commands for incrementing and decrementing locators.
To view some useful videos that demonstrate some of SKY Index's more powerful features, please visit this webpage:
http://www.sky-software.com/products/IndexPro_v7/video tutorials.htm
[editor- If this link does not work for you when you click on it, copy it to your web browser. There were some compatibility issues in testing.]

Advanced Increment/Decrement of Locators

Sometimes, during data entry, you will encounter situations where you will want to increment or decrement the locator. These commands allow you to do just that.

Incrementing or Decrementing Locators

The following must be true for this feature to work

• You must be in Data Entry View (the grid)
• The grid must be in View Mode (the blue marquee must be visible)

Indexing Software (continued)

Command	Keystroke
Increment left number	Ctrl+. (period) or Keypad + (plus)
Decrement left number	Ctrl+, (comma) or Keypad – (minus)
Increment right number	Alt+. (period)
Decrement right number	Alt+, (comma)

Notes:

- The "left" number is the number on the left side of the hyphen in a page range. If there is no page range, then the locator is considered a "left" number.
- The "right" number is the number on the right side of the hyphen in a page range. If there is no page range, then the locator does not have a "right" number.
- It may make it easier to remember these commands if you note that the characters above the comma and period keys are **<** and **>**.
- Any time a decrement or increment would result in both the left and right numbers being equal, the range is deleted.
- Anytime you use an "Alt" command on a locator that does not have a range, a range is created.
- These functions will work on both Arabic numbers and Roman Numerals
- These functions will also work on multiple selected records.

Example 1

By default, SKY Index will repeat the current locator automatically when you start a new record. There are two common situations you'll encounter while doing your data entry. First, you may simply get to the point of needing to increment the current page by one. For example, let's say you have completed an entry from page 199, the grid marquee is now in the Append Row of the grid, as shown in the next column, and you want to enter the main and subheading "clients, building a good relationship with" on page 200:

	Main	Sub1	Page
	indexing	back-of-book	199
*			199

To do this, you would type the main and subheadings and then press Tab or Enter so that the marquee is over the Page field as shown below:

	Main	Sub1	Page
	indexing	back-of-book	199
	clients	building a good relationship with	199
*			

Before incrementing

Then you would press either the plus key (+) on the keypad or Ctrl+. (Control+Period) to increment page 199 to page 200. Note: Although the marquee does *not* have to be over the Page field, the marquee must be visible for this command to work. This means you cannot be in Text Edit Mode with a flashing cursor.

	Main	Sub1	Page
	indexing	back-of-book	199
	clients	building a good relationship with	200
*			

After incrementing

Example 2

Let's assume that you have completed the entry below from page 199, and when you flip the page, you realize that this topic continues on page 200. In this case you want to create a page range of 199–200.

	Main	Sub1	Page
	indexing	back-of-book	199
*			

To do this, you press **Alt+.** (Alt+Period) which will create a page range with the second number one higher than the existing number:

	Main	Sub1	Page
	indexing	back-of-book	199-200
*			