

Sidelights

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NEWSLETTER OF THE
**society of
indexers**
information from A to Z

Editorial

The irresistible image of the archetypal freelancer is as a cork bobbing on the ocean, wholly at the mercy of calm sea or storm-tossed waves. Unless snared by an obstacle, the cork will not sink, but it may be beached on some shore where it will slowly disintegrate under the unforgiving elements. "The degradation of cork is strongly dependent on temperature" it says here, "and mass losses become significant at 200°C (15% of initial dry weight) and increase rapidly for higher temperatures" ["The Thermochemical Degradation of Cork" by Helena Pereira, 1992]. We all know that feeling.

Cork is a sustainable product, derived from the cork oak. Freelancers are pretty sustainable too, in both senses of the term. But whereas the destruction of forests by human greed and climate-change-induced wildfire endangers all derivatives of trees, freelancers have proliferated. The age of austerity that lasted throughout the second decade of this century drove thousands into self-employment. Now the deep recession that comes unavoidably in the wake of COVID-19 will compound the flight of employees to online, self-generated projects. The imposition of working from home on all but supposed 'key workers' will have changed the demographics of employment for good.

Self-employment is not a regulated industry. Anyone can set herself up with a website and a claim to offer services. All the more reason why we need to insist on our training and our expertise. Each of us has a duty to protect our profession as well as our own reputations.

The ocean on which indexers float is the publishing industry and on its health indexers depend entirely. **Sam Leith's** and **Nicola King's** authoritative discourses on the present state of that industry may be found in their respective columns (*pages 2, 3*). Looking longer term, we can speculate as to how things may pan out if there is ever a 'normal' for our affairs to return to. It may be that the habit of browsing in bookshops will never recover from the enforced prohibition upon entering retail outlets. Perhaps online reading has been given a decisive boost by the confinement of so many to the house. Alternatively, the renewal of the joy engendered by having a new book – or indeed a 'pre-owned' one – in one's hands may be the overwhelming emotion that is reflected in sales. If publishers sell books, indexers will get to sell their services. It's really that simple, like floating.

As a contrast to the more restricted outlook some of our members may have had during lockdown, here is a view in the Nandi Hills 60km from Bangalore, where one of our members lives (see page 12).

JULY 2020

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Presidential Musings



So: hanging on in there? Me too. Many of you, I know, will have had a tough few months. For some it'll have been tough because they're confined with their children; for others, it will have been tough because they're confined without them. Those members who are older than 70 (I know you're out there; not that, I should say, anyone I've had the pleasure to meet at SI conferences looks a day over 55) will still be shielding even as lockdown eases for the cheerful hooligans currently cluttering up my local pub.

And for all, it will have been an uncertain time workwise. There has been – at least looking at it from my end of the process as a literary editor – a veritable Twilight of the Publication Dates. What, in February, was looking like a nice solid publication schedule for the months ahead went all to hell in the space of the first fortnight of lockdown. This book was pushed back to September; that book was held over till the summer of next year; the odd one (almost anything with the word "virus" in the title, mostly) suddenly shot forward to the middle of next week.

Warehousing, printing, shipping, distribution, cash-flow: publishers were in all sorts of trouble about all of it. And Amazon – some will think with good reason – took to prioritising hand sanitiser and face masks over lyrical books about the joys of wild swimming and hardback histories of the Second World War. Delaying publication dates, it was thought, would prevent worthy books from being published into a market where they'd struggle to reach readers. Also, less worthily, it would save shelling out publication advances to authors.

I'd like to imagine all this means indexers found they suddenly had a welcome deadline extension. But given at what short notice you guys usually work, I suspect it just meant in most cases that the work dried up. Let's hope it's now coming back. And let's spare a thought for the few of us with the opposite problem: indexers of books with "virus" in the title.

Sam Leith

Society News

Executive Board Report

The Executive Board has met twice recently on 29 April and 9 June.

New members were approved at both meetings; the increase in new members was sustaining during 2020, with 20 new members approved by the June meeting. Following a member query, EB discussed the over-70s subscription rate at its June meeting, and agreed that the current arrangements should be retained. The final accounts for 2019 were received in April and approved; a small surplus was achieved last year. Home working arrangements have been put in place for the Office

Manager, and EB continues to monitor this.

In the marketing area, the activities for NID 2020 were reviewed at the April meeting and EB thanked all those who had taken part. Online activities and competitions had generated measurable interest in the Society. The Board approved p3

CONGRATULATIONS TO

**New Accredited Indexers
MSocInd**

Anna Lord – Dronfield, Derbyshire
Lyndsay Marshall – Aberdeen

Sidelights July 2020

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Articles, letters or other items are always welcome but should be discussed with the editor to ensure they are suitable and can be accommodated. Unexpected and unsolicited material will be treated as a letter and will normally be limited to a half page. Any copy may be edited, cut or refused publication, or submitted to the Executive Board or others for comment. Items should be emailed; text attachments should be in .doc, .rtf or .txt formats, pictures as .jpg files capable of being reproduced at 300dpi at the intended size.

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Missed an article in *Sidelights*?
Back issues and the cumulative index for 2006–2015 are [on the website](#)

October 2020 *Sidelights* Copy deadline

Friday 2 October 2020
(for electronic distribution mid-October)

p2 sponsorship of David Crystal's talk at the Hay online festival; SI appeared as a sponsor on slides at the end of all Hay talks (see p6). **Paula Clarke Bain** would be writing an article about indexing for *The Author* and reviewing Hazel Bell's *Indexing Biographies* for CIEP.

EB has been monitoring progress with the fifth edition of the training course, and at its June meeting approved the plans for its recent launch. Reports of workshop participation confirmed that 44 people have now taken the Indexing Basics work-

shop, and 13 have taken the recently launched Active Indexing workshop.

At the April meeting, there was a discussion of some aspects of the SI website, and some updating has now been carried out.

EB discussed a proposal from LUP regarding the access to back issues of *The Indexer*. ICRIIS has been invited to comment on the proposal. EB discussed the wider issue of open access at its June meeting, and a report on the implications of this for indexing will be considered at a later meeting.

Following the postponement of

the 2020 conference, EB is looking into ways of holding the AGM online, and at potential online conference events. Details will be circulated to members in due course.

Paula Clarke Bain attended her last meeting as Marketing Director and EB expressed its gratitude for all her hard work during her time on EB. Any members interested in taking on this role, or the role of Finance Director, are asked to contact **Nicola King** at chair@indexers.org.uk.

Tanya Izzard, Minutes Secretary
tanya@tanyaizzard.co.uk

Behind the Chair

I hope all SI members have kept well and coped as best they could with what we have had to face in the last three months. My best wishes go to **Paula Clarke Bain** who has served on the SI Executive Board for three years and is now taking a break. I have thanked her on behalf of the EB and the membership for her very useful contributions to the marketing and promotion of the society. If anyone would like to volunteer to take on some of her activities, please do get in touch.

The publishing industry has faced a range of challenges recently and will continue to do so over the next few months. The picture is not consistent across the board; each publisher and sector has responded differently and will be affected differently too. Many staff have been working from home or have been furloughed. HarperCollins announced on 22 June that it was going to bring back all furloughed workers, and other publishers were expected to return the majority of their furloughed staff by the end of July, ready to focus on autumn and winter sales. With schools remaining mostly closed until the end of summer term, it seems unlikely that there will be a large-scale return to office-based working until the autumn. Publishers have varied in their responses, some maintaining their schedules, others delaying some or all of their books. For example, Bloomsbury Academic has kept all books on track, but some trade

publishers have put back publication until the autumn. As opportunities for face-to-face marketing were closed down, events such as Hay Festival went online, and may have got more 'attendees' than they would have done in the flesh. Publishing Scotland has warned that the sector saw a "catastrophic" drop in income and could be at "risk of collapse", but northern publishers were buoyed by recent growth and felt the sector to be thriving.

Getting books into the hands of readers faced problems with production and distribution. The wholesalers closed their warehouses at the start of April, but all returned to distribution during lockdown. Unfortunately, Bertrams collapsed towards the end of June, leaving Gardners as the only national wholesaler. Bookshops were able to open from 15 June in England but remain closed in Scotland until 15 July. Sales in the first week after opening were reported to be up by 30% on the same week last year. Waterstones shops were fitted with safety signage, hand sanitiser and instructions for social distancing, and quarantine for books that had been touched but not bought was introduced. WH Smith reported redundancy consultations for head office staff at the start of July. Supermarket book sales were doing well at the start of the lockdown period.

SI members reported the first instances of COVID-19 or coronavirus affecting indexes at the end of May.

Some had received books with blank spaces and were told that was where the material was going to appear. As well as pandemic-related material, the last few months have also seen opportunities for non-fiction about racism. Other areas that may see growth in the coming months include biography and autobiography (Patrick Stewart, Lenny Kravitz, Captain Tom) and health- and key-worker memoirs.

Academic publishing has different challenges to the consumer sector. Universities may be facing a drop in overseas student numbers and thus income, not just because of the pandemic, but also because of Brexit. The cut in funding may mean a reduction in the range of courses they provide and the purchase of books and other online publishing resources. University presses have developed more digital offerings as they faced a drop in print demand during the crisis. Open Access publishing remains a challenge in this sector.

So, coming out the other side, for now things are the same, but a bit different. The pandemic is international, and its effects will be felt on the global publishing industry for a while to come. Locally, in the UK, there will be challenges and changes, and I hope that we are all well-placed to meet whatever comes our way.

Nicola King
chair@indexers.org.uk

On Leaving the EB (for now)

As you may have seen in the last *Sidelights*, I have chosen to step down from the Executive Board. My three-year tenure as Marketing Director ran until 21 June 2020 and I decided to take a break rather than standing for another term immediately. There are several reasons behind this decision, but it all adds up to needing a rest and some time out to get my mental and physical health back to a better place. Goodness knows, these are tough enough times for so many already. Something had to give for me, so I'm doing what has to be done.

Unfortunately, this does mean that the Executive Board is once again looking for volunteers. The Marketing Director role involves promoting the Society and its members and indexing and indexes in general. It requires someone with enthusiasm and energy, good verbal and written communication skills, and preferably active experience on social media, particularly Twitter. The EB post of Finance Director is also vacant, with responsibility for taking an overview of SI's financial health and advising the EB on money matters. If you feel that either of these positions could suit you, please consider putting yourself forward.

Regarding social media, this is another area calling for more assistance. We have official SI Facebook, LinkedIn and Twitter accounts, which increase our engagement with authors, publishers and readers. I set up the SI Facebook and Twitter accounts in 2011 and ran them for a while, first on my own and then with **Ruth Ellis**. Ruth has been running them mostly singlehandedly for the last few years. As Ruth is now also the SI Internet Director, the EB wishes to enlist someone else to take on the social media accounts. This need not be an EB member but should be someone comfortable with social networking. I can recommend it as a way to share discussions about indexes and indexing in the wider world, so do think about whether this might be for you.

Every member can play their part in this Society. If you don't yet feel



ready for the Executive Board, there are many other opportunities to get involved. Participation in your local group can really make a difference and lessen isolation. If your group is not too active, perhaps contemplate becoming your local group co-ordinator. This was one of my first SI roles as a new indexer when I ran the North West Group for a few years. Clearly, local meetings have had to go by the wayside for the time being, but several groups have been making use of video/web conferencing, which is much better than nothing.

Volunteering for SI is an excellent chance to get to know your fellow indexers. This all enhances the experience of larger events such as conferences. Being part of establishing and presenting at National Indexing Day has been a highlight too, seeing how it is improving our relations with publishers, although the 2020 London NID event was sadly scuppered. Our physical events may be on hold, but there might be other virtual happenings in the interim. Through my various SI posts, I have enjoyed the extra contact with indexing colleagues, while discovering how the Society operates and helping to keep it going.

Our EB and other volunteers will continue their fine work to support SI. I would like to thank the current EB directors (Chair **Nicola King**, Vice-Chair **Sue Goodman**, **Rosemary Dear**, Ruth Ellis, **Ann Hudson** and **Jan Worrall**), Secretary

Philippa Jevons, Minutes Secretary **Tanya Izzard** and Office Manager **Paul Machen** for their ongoing efforts. Thanks also to everyone else doing their bit to contribute. This Society has been very good to me. I hope to carry on returning the favour and step back up again when life is calmer.

I'll still keep flying the indexers' flag in the meantime (whatever that looks like). I am staying busy with my indexing, and doing more writing and blogging about it, which I'd like to develop further (along with my evolving adventures in learning Welsh/Cymraeg). As one of my last Marketing Director tasks, I was commissioned to write an article for *The Author*, the magazine of the Society of Authors, about authors working with indexers, which I have permission to share on my blog once published (www.baindex.org). I was also asked to write a book review of **Hazel K. Bell's** updated fourth edition of *Indexing Biographies and Other Stories of Human Lives* for the Chartered Institute of Editing and Proofreading (CIEP), which will be available on the CIEP website book reviews section (www.ciep.uk).

Read the first letters of each paragraph in this article for a bonus parting message. This is not a farewell from me, more of a ta-ra till next time. Take care, my indexing friends. Back, I'll be.

Paula Clarke Bain
pcbain@baindex.org

Betty Moys Award

We're pleased to announce that **Melina Costi** has won the Betty Moys Award for the best newly Accredited Indexer of 2019, and that **Non Lowri Evans** and Melina's brother **Dino Costi** have been Highly Commended. All three gained very high marks on the Society's Training Course and are to be congratulated. The award is normally presented at the annual conference, which unfortunately will not take place this year, but we will recognise their achievement when we next hold a conference.

The award is named after Betty Moys MBE (1928–2002), distin-

guished indexer and formerly the Society's Honorary Treasurer, who left a generous legacy to the Society to provide an annual prize for a new indexer. The prize has been presented since 2002 to the best newly Accredited Indexer in the calendar year. The legacy itself is now at an end, but the Executive Board has decided to continue the award, and from 2012 the winner has received a year's free Society membership, along with a Certificate. Certificates are also presented to runners up.

Ann Hudson, Training Director
training@indexers.org.uk



Melina Costi

Website . . .

Jan Worrall and **Ann Hudson** have been busy getting the fifth edition of the course ready to go live on the website. By the time you read this, it will have been launched.

Every so often one of the major email providers puts our server on a blacklist, which prevents any admin messages from reaching those who have email addresses with that provider. Thankfully, there is an alert system which our IT support picks up on and it can quickly get us whitelisted and back to normal. For most of the provid-

ers this is a quick process and you will hardly notice the difference. We are on a shared server with a number of other companies. All it can take is for one person to mark a marketing email from one of those companies as spam (instead of unsubscribing) and that can flag up the server as a problem. Most email providers are more sensitive than this and don't blanket ban all mails from that server, only the particular company domain name or specific email address. However there is one provider that

is particularly tricky because their spam response is over-sensitive and applied using a blanket ban. They also don't respond in a timely manner to whitelist requests. That provider is btinternet.com. We have a number of members who use btinternet.com as their provider. If you are one of them you might wish to consider using another email address for access to our website. You can change your email address in your account profile on the website.

. . . and Social Media

Our sponsorship of David Crystal's talk at the Hay Festival generated a number of visitors to our website (see report page 6).

Two interesting blog posts are worth sharing here for those that may have missed them:

- The West Yorkshire Archive Service have been making use of social media to gather information from the public and they regularly share [index cards from this local historian's collection](#) on Facebook.
- This [post by Brian Tobal](#) shows how to make extensive use of an

index to extract the most important points. He really understands that the index is key to accessing information.

And **Nicola King** spotted this new, rather potent, brew on Twitter @BottlesBooks who describe it as a double dark chocolate 11.8% abv, oak aged imperial vanilla stout from @Nerdbrewing. Has anyone tried it yet? We'd love to hear your feedback.

Ruth Ellis
website@indexers.org.uk



Training in Indexing

PERSONAL PROFILE
LEARNING CENTRE
A1: Setting the scene
A2: Index functions and characteristics
A3: Users of documents and indexes
A4: Indexers
A5: The index
A6: Authors and other originators
A7: Documents and the production process
A8: Memoranda for indexers
RESOURCE CENTRE

Welcome to the Society of Indexers online training Module A: Introducing Indexing: indexers, users and documents

This module defines the basic indexing terminology you'll need as you work through the training and introduces the function and characteristics of indexes. It takes a look at the people behind the indexes, reviewing the functions and mutual relationships among indexers, users and authors. It also outlines the many different types of documents produced and how they are categorized, and shows how indexes are compiled and bibliographic references are created.

<p>▼ Personal Profile</p> <p>This is where you can update your username, password, email address or any other details you provided on registration. You can also come here to view all your activity answers.</p>	<p>▼ Learning Centre</p> <p>In the Learning Centre, you can download the study notes for the module, do some practice exercises to try out your indexing skills and go through a short quiz to test your knowledge.</p>	<p>▼ Resource Centre</p> <p>In the Resource Centre you will find loads of supporting information on indexing including training and support, more on specific indexing topics and further exercises and examples to help you with indexing in practice.</p>
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The Society of Indexers' distance-learning course dates back to 1988 and more than 470 people have gained Accreditation over the years. The course has been through several editions; the fourth edition in 2010 saw training materials go online, with a dedicated website run by Nelson Croom, specialists in providing training packages for professional organisations. The course was awarded the CILIP Seal of Recognition by the Chartered Institute of Library and Information Professionals in 2008, in acknowledgement of its relevance in the information field. CILIP has now discontinued the Seal of Recognition, but the Society is currently a CILIP Supplier Partner.

For the fifth edition, just launched, the course has been remodelled to bring it more in line with modern professional training methods and to provide a better learning experience with more autonomy and responsibility. There is more tutorial and one-to-one support and more focus on tutored indexing assignments. There are still rigorous formal tests, however, and a high pass standard is required, to ensure competency in the commercial world.

The four course modules have been revised and updated for the fifth edition, and information on recent developments in publishing, including e-publishing technolo-

gies, has been further updated. The course aims to give new indexers some understanding of the digital publishing environment they are entering.

There are transfer arrangements for students currently working on the fourth edition of the course. For details of these, and other detailed information for students see the website [here](#). For general information and an overview of the course, see the public pages [here](#).

Ann Hudson, Training Director
training@indexers.org.uk
Jan Worrall, CPD
tccoord@indexers.org.uk

Hay Festival

For nearly ten years the Society has been sponsoring an event at the Hay Festival, which takes place over two weeks in late May and early June. In 2019 nearly 700 presenters and performers were involved in almost 500 events. Most years no money changes hands: our sponsorship is in the form of a names index for the printed programme. Preparing the index is not too intellectually challenging a task, and the whole process takes no longer than a couple of hours. The main problem is being distracted by the names themselves and the blurb

about each event; all the great and the good from literature, art, theatre, music, broadcasting, politics and academia are there in a tempting feast of cultural delights. From Stig Abell, Katya Adler and George Alagiah in the As to Jeanette Winterson, Lucy Worsley and Benjamin Zephaniah, at the end of the alphabet, to name but six.

Who to sponsor, and how to make a link with indexing? On a couple of occasions we sponsored the then SI president, John Sutherland (performing alongside *Guardian*

columnist John Crace). However, one of the festival regulars and, indeed, one of the highlights, is David Crystal, described by the *Guardian* in 2018 as "the foremost writer and lecturer on the English language". David is honorary president of the CIEP but also has strong connections with indexing – as a long-time member, honorary president during the 1980s and, of course, a skilled indexer in his own right as winner (together with his wife Hilary) of the Wheatley Medal in 2000. Who better for the Society of Indexers to



p6 ↻ sponsor than David? Indeed, a typical email from the organisers reads: "It's that time of year again. Just checking whether you wanted to go with David Crystal again".

Sponsorship entitles the sponsor to free tickets to the event and the chance to mingle in the 'hospitality tent'. Sadly, for various reasons I have never managed to get to Hay myself, but on occasion SI members have been able to use the tickets and have written about the experience in *Sidelights* (July 2018 and July 2019).

Resolving to keep my diary free in late May and early June, I decided that 2020 would be the year I would finally go to Hay. Of course, things didn't work out quite as expected. My diary was certainly empty in late May, but so were the green fields of Hay-on-Wye. Initially the organisers were hoping to run a more modest event, but on 19 March (the day I had expected to receive the draft programme) the following announcement was made: "We wish we were writing to you today to launch the full programme. We deeply regret that Hay Festival 2020 this May is cancelled due to the Coronavirus/COVID-19 pandemic".

All was not gloom and doom, however. Thanks to considerable work behind the scenes, and a generous response to fundraising appeals, by early April the first two stages of the digital offer was announced: a weekly Hay Festival Podcast, featuring conversations with great writers and thinkers from previous Hay Festival events around the world, and a free programme for schools. A month later, Hay Festival Digital was announced, running over the same two-week period as had originally been planned, and all events being free to view, with supporters invited to "register their interest" in much the same way as if they were booking tickets to a real event. It was even possible to ask the speakers questions. Although there were obviously fewer events on offer – only one event could be transmitted in each time slot – this was a triumph of technology over adversity.

After the first weekend of the



David Crystal, as seen at the Hay Festival Digital

festival, the organisers were overjoyed: "We could never have dared dream it would be this spectacular. What an astonishing, joyful adventure this first weekend has been. THANK YOU for reinventing the Festival online, with its intimacy and global audience, with vital and exacting chatlines and questions, and with some of the most extraordinary conversations, lectures and performances we have ever staged".

So what about our sponsorship? Obviously we couldn't sponsor in kind, but after some discussion, the Executive Board agreed to continue our long association with David Crystal at Hay by sponsoring his event, 'Let's Talk' (the title of his latest book). This seemed like a worthwhile publicity opportunity, with links to the SI website remaining on the Hay Festival website for a whole year. Days before the event, thousands had already registered, and by the day itself registrations had reached the maximum of 10,000. This was, I believe, the most popular event of the festival, and certainly the right one to sponsor in terms of numbers of viewers. In addition to the prominent 'holding slide', David also thanked the Society of Indexers at the beginning and end of his talk.

So this year I did, after all, attend the Hay Festival, and it was a memorable experience. David Crystal is an inspirational speaker (I've heard him at SfEP conferences many times and *Sidelights* readers may remember his after-dinner talk at the joint

SI/SfEP conference in York in 2015). The technology worked pretty well and sitting in the comfort of my study I almost felt as if David was there in the room, talking directly to me, not hundreds of miles away in Holyhead. His topic was conversation and there was an entertaining moment at one point when he was talking about interruptions: his son Ben (actor, director and Shakespearean expert) came in and discussed realistic ways of performing conversations in Shakespeare's plays. And there was a lovely touch at the end when David's wife Hilary came in and presented him with the traditional paper rose.

One feature of the presentations at Hay Festival Digital that helped to give the feeling of people watching all over the world was the conversation going on alongside, rather like 'chat' in a Zoom meeting. In live events, this feature enables you to 'meet' people you know. After logging on, especially before the event starts, it's customary to say 'hello from xxx'. I attended another live event a few days later (A. C. Grayling on the principles of democracy) and SI member **Moyra Forrest** spotted my greeting and said hello.

If you'd like to hear David Crystal's talk, for £10 you can [subscribe to Hay Player](#) and have a year's access to [all the events from this year's festival](#).

Ann Kingdom

IPG Conference

The Society is a member of the Independent Publishers Guild and hence we can attend their conferences. We have never taken up the opportunity in the past but for this year's spring event they decided to have a virtual conference instead and took it all online. They also made it free for members to attend so along with **Philippa Jevons** I registered on behalf of the Society and on 2–3 June I settled down in front of my computer and logged into the snazzy conference site.

The conference was hosted by 6connex.com, who are specialists in hosting virtual event platforms. The screenshot here shows the 'lobby' from where you could wander to the various areas of the conference.

chat functions were available in the various areas of the site.

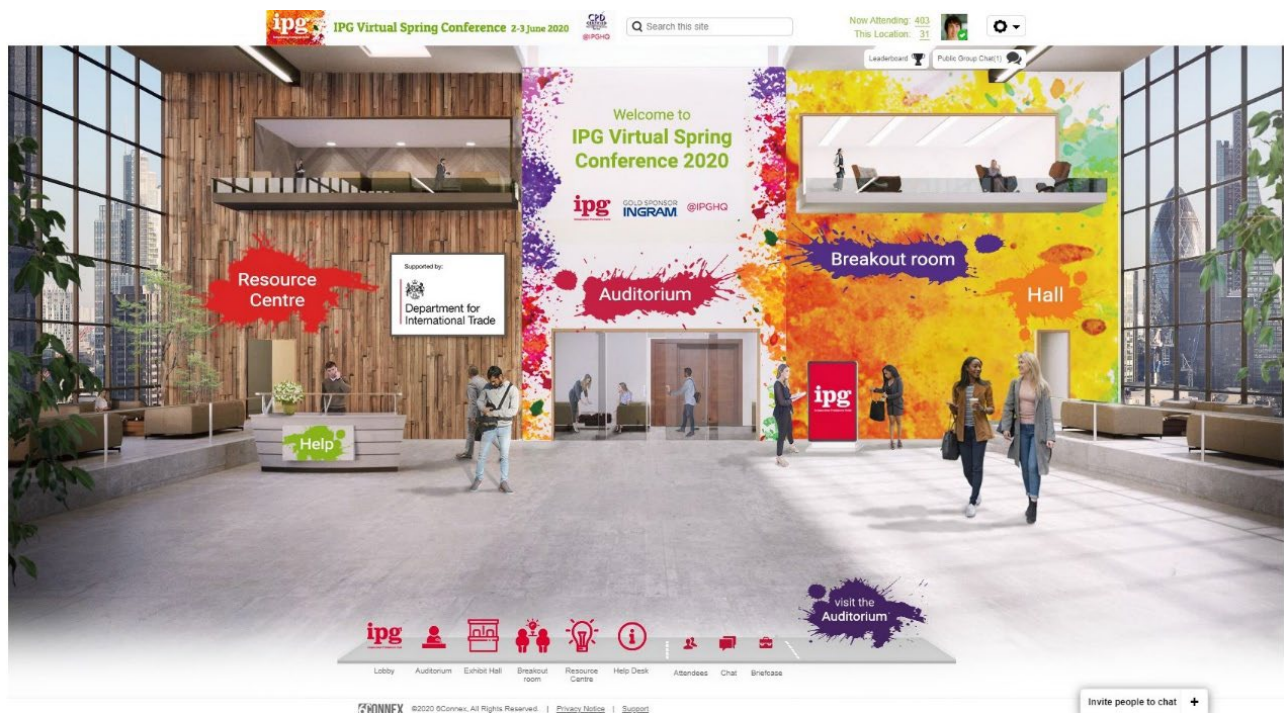
Some presentations were live, some pre-recorded. Pre-recorded were shown using an embedded version of the YouTube platform, but they were not available for viewing later directly on YouTube. There were some issues with live presentations cutting out and their quality really depended on how skilled the presenter was at presenting online.

Presentations varied in format from interviews to slideshows. The more skilled presenters could also respond to the questions in the chat box as they went along. For pre-recorded sessions, the presenters were available and could reply to questions in the chat.

are seeing direct-to-consumer sales in academic books as well as trade. The effect of Amazon restricting book sales early on has led more consumers to publishers' own platforms and other book sales sites. There is hope this may continue. Key quote: "This has shown that we can move faster than we ever thought possible . . . it's accelerated us into what would have been the future anyway".

Nigel Newton of Bloomsbury

Academic print sales have dived but ebooks and digital have grown enormously. Sales down by two thirds at start of lockdown but have since picked up. Audio hasn't increased as much as expected (others



The Auditorium was for the main presentations, the Exhibit Hall to visit sponsors, the Breakout room for breakout sessions, the Resource Centre to see earlier presentations plus items such as the IPG skills hub. A Briefcase option allowed you access to the programme. If you missed a session or wanted to catch up on an alternative breakout session; you could add these into your briefcase to watch later, or you could pick them up from the resource centre, where earlier presentations appear about an hour after they finish. Group public and private

The IPG attracts a significant number of sponsors for their events, mainly from companies supplying various publishing services. I took the time to visit the 'booths' of all the packagers and had conversations where I got the chance to promote our directory.

Some brief notes from presentations follow.

Rebecca Smart of DK

Different sectors demands have changed significantly, e.g. children's workbooks extraordinarily strong, whereas travel has nose-dived. They

commented that they are doing well with audio and the platform you are using for it matters). They haven't furloughed anyone other than office administrative staff and field sales. Everyone else working from home. He mentioned "the dignity of work". They haven't delayed anything in terms of publication dates and, in fact, books they put out now have been getting more reach. Concern was expressed that there will be an avalanche of books published in autumn and it will be difficult to stand out from the crowd then.

p8 ↻

Changing world of trade publishing (Will Atkinson of Atlantic and Sarah Braybrooke of Scribe)

Publication dates for Atlantic completely cutback in May/June, July cut by 30%. Scribe put nearly everything back and have focused on commissioning and republishing material that is significant for now. Both agreed there will be a 'concertina effect' starting in October and this may last for twelve months. Getting publication attention will be key. For both, book proposal submissions have not dropped in volume.

Changing world of academic publishing (Vivian Berghahn of Berghahn Books):

They have opened up access for remote learning. Not clear how they will move back to charging for this afterwards. The focus has been on getting online resources out to academia such as unlimited access to ebooks and journals. Print on Demand is also increasing and may become more of a model for the future. They are planning ahead for the new way universities will operate, e.g. in library behaviour and budgets, course text selection.

There were also sessions on children's and professional publishing, but I didn't get a chance to hear those.

Bookselling beyond Lockdown (James Daunt)

This was a discussion on how it's working in markets already opening up, and some of the processes being put in place. (At the time of the conference, Ireland's bookshops were already open). Key quote: "The shopping experience will change, but the attributes and merits of shopping remain as clear as ever . . . We've learned during lockdown that we need the physical connections of places like bookshops".

Open Access Policy and publishing (Helen Smith of Research England):

Outlined the proposed policy. All journals to be open access by 2022, monographs by 2024. Trade books are not in scope unless they are the only output from UKRI-funded research. Learned societies are also impacted, not just university publishers. Margot Finn of UCL and Royal Historical Society also made comments on this. The policy intends that the range of publishers should continue to exist. It was not clear on how publishers will get paid, nor the freelancers who work for them. Think it will be key to push on how research is funded and how to get publishing costs included in grants. (The Executive Board has taken on investigating the implications of this further).

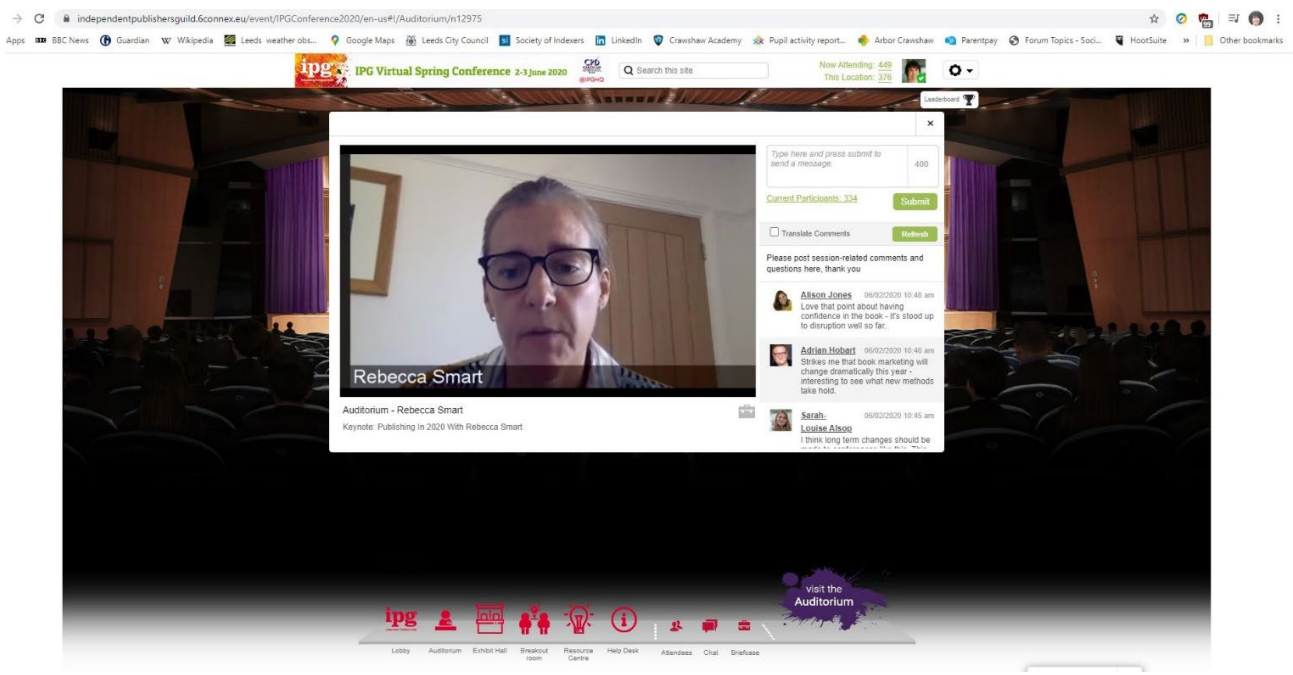
Optimising Discoverability for Libraries (Helene Stewart of Ex Libris)

Discussed MARC (Machine Readable Cataloging) records and ALMA (cloud-based library management). Very technical and most of it went over my head. Lots of acronyms.

Other sessions

There were plenty of other sessions related to work that I didn't attend but they also built in some fun activities to try and improve the social aspect. There was a conference poet who issued readings of his poems throughout the day. The close of the conference was hosted by a musician and encouraged us all to join in with singing 'Lean On Me'. Clearly some people got a great deal out of this going on the Twitter feed and were joining in enthusiastically, but it didn't work for those not keen on singing, or for anyone who had other people in the house trying to work (i.e. me). I don't know how much people were having one-to-one or group chats with each other as I didn't know anyone personally. In the main, public chat session there was plenty of joking amongst those that clearly knew each other, the main topic being how good the catering was this year.

Ruth Ellis



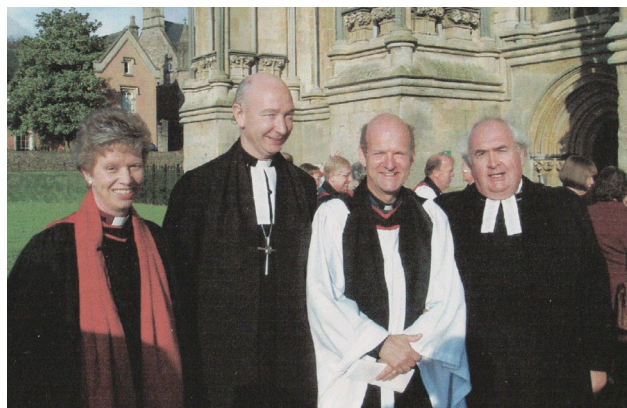
Wendy Baskett on taking (and giving up) the cloth

Is indexing a vocation? That question niggles at the back of my mind, and being asked to write about my 'former life' has brought it further forward. I have never been someone who has had a clear sense of where I was going; never been one with a career path mapped out in my head. I have always hated the question "Where do you want to be in five years' time?" and have never found an answer.

Yet one thing I have been sure of is a sense of call to Christian ministry. When, in 1979, I arrived in Oxford to read chemistry, I vaguely imagined I would become a research chemist like my father. Instead, I began to feel more and more pulled in a different direction. It took a while before I gave in. (As I told the church's selection panel, I felt like Pharaoh resisting the plagues of Egypt, constantly turning round to God and saying "if you want to persuade me, you'll have to do better than that"). Well, God did persuade me, and the church, and so it was that after four years studying chemistry at Oxford, I went to Manchester for another four years of theological study and training for ministry in the United Reformed Church (URC).

The URC was formed in 1972 by the Presbyterian and Congregational churches joining together. It was the first (and remains the only) UK church union, and ecumenism – the search for church unity – has always been an important part of my ministry. My first pastorate was at Penn, in Wolverhampton, and I was ordained there on a sweltering hot day in the summer of 1987. I remember the heat because I had no fridge. I *had* bought a bed, and had been telling everyone that at least I would have somewhere to sleep when I moved into the manse. However, delivery of the bed was delayed, and I moved in with no furniture at all. Fortunately, kind members of the congregation found some old chairs and a put-me-up bed to keep me off the floor in those first few days.

Penn URC is in one of the oldest Local Ecumenical Partnerships (LEPs) in the country, with Anglicans,



Methodists and – unusually – Roman Catholics. It was a great place to start out in ministry. Within a few weeks of my arriving, the vicar invited me to preside at the main Sunday morning communion service at the Anglican church. This was only possible because we were an LEP: a URC minister would not normally be allowed to preside at communion in the Church of England. It was exciting to have this privilege, but in my naivety I saw myself simply as a URC minister in an Anglican church. As the service got under way, however, it became apparent the real significance of the occasion was that I was a *woman*. (It was to be seven years before the Church of England allowed women priests.) By the point at which worshippers come forward to receive the bread and wine, many were in tears, and I watched people switching queues to position themselves to receive the sacrament from my hand. It was a very emotional occasion.

Sundays apart, what does a minister do all day? Well, it depends. The URC has a strong tradition of worship and preaching, not bound to a prayer book or set liturgies, so preparing Sunday services takes considerable time. In the early years I was writing two sermons every week (not forgetting the dreaded 'children's address' – dreaded by me, not the congregation), but over time you can reuse material or preach the same sermon again. One of my college tutors used to say, very wisely, "If a sermon's worth preaching once, it's worth preaching again". Of course, some sermons were not worth preaching the first time, but deadlines can make you desperate. It's said every preacher only has six ideas. Sometimes I would be excited by a new idea or insight, only to discover I'd said exactly the same thing two years previously.

There were baptisms, weddings and funerals, with their attendant preparation and visits. At my first wedding, I became aware the best man was swaying gently back and forth. Suddenly he swayed forth but not back, and landed SMACK on the floor, cutting his head and bleeding profusely all over the lino, at which point one of the bridesmaids screamed and all solemnity and decorum vanished.

Funerals require a certain detachment,



p 10 especially if the circumstances of the death have been tragic. Thankfully, only once did I have to conduct the funeral of a baby. Some other funerals presented challenges, too. How do you address a large congregation where ninety percent believe the deceased committed suicide whilst the family cling to the thought it was an accident? On another occasion, I struggled to gather any useful information about the deceased (whom I had not known); I enquired of various church members, but they were vague and unforthcoming. Eventually one confided, "The truth is, Wendy, she wasn't a very nice person".

Engaging with the local community took many forms. In Weston-super-Mare, where I ministered for six years, one of the churches conducted a community survey, from which a key concern of residents emerged: the environment. So the church organised an 'environment day' with activities and speakers covering topics from local wildlife to making paper bags from old newspapers to stories of Celtic saints whose theology and prayers were inspired by the natural world. At the time of the millennium, the 2,000th anniversary of 'Church', we staged an exhibition entitled 'Stones, Flesh and Spirit'. This featured paintings by a local artist of churches ('stone'), an exhibition on the history of the local church community ('flesh') and, to represent Church as a community of faith ('spirit'), a series of paintings on the Lord's Prayer, by the artist Neil Thoroughgood (who is also a URC minister).

Homelessness was a major problem in Weston and, together with churches of all denominations, we commissioned research. The resulting report, *Nowhere To Go*, highlighted the problem expressed by homeless people that they had nowhere to go during the *daytime*. This led to the establishment of Somewhere To Go, a day centre offering advice and support, meals, showers, clothing and just 'somewhere to go' for Weston's most vulnerable inhabitants.

The URC is often involved in ecumenical ventures. In Weston, we helped establish a new church, an LEP of Anglicans, URC, Methodists and Baptists, on the new housing estate of Locking Castle. It was a slow and sometimes tortuous process – I became an expert in drafting LEP constitutions – but from a handful of people meeting in a portacabin on a bit of scrubland it is now a thriving community in a new church building at the heart of the estate. For many years, I was a representative on Somerset Churches Together, latterly serving as Vice-Chair. A highlight was presiding at the service in Wells Cathedral to inaugurate the Anglican–Methodist Covenant. Planning raised tricky theological conundrums (we spent literally *hours* discussing the order of the procession) including who should deliver the final blessing. For Anglicans, this is always the prerogative of the Bishop, when present, but it was agreed that I, as presiding minister,

would give the blessing, and I did. Afterwards, in the general post-service mingling the Bishop came up to me gleefully and said, "Well, we got away with *that!*"

Another interest was education and training. I've always enjoyed learning and helping others to learn. In the West Midlands, I had responsibility for organising the annual In-Service Training conference for ministers. At various times, I tutored individual ministers and lay preachers, and taught (or was an examiner) for ministerial training courses at Birmingham and Exeter universities. I learned always to try doing an exercise yourself before using it with others, and the important art of looking as if you know what you're doing.

Much of my time as a minister was spent in meetings. Some people hate meetings and think they're a waste of time. But at their best I have found them to be enjoyable, useful, and capable of achieving more than the sum of individual people doing their own thing. Early on, I acquired a reputation for being a good chairer-of-meetings, and in consequence I have chaired more meetings and been in charge of more committees than I care to remember.

From Weston-super-Mare, I moved to Portishead to be minister of the local church, and also District Officer for the Bristol District. This latter post was unique to Bristol (a large District) and could perhaps be described as similar to an Anglican archdeacon or, as I sometimes put it, Chief Trouble-shooter and General Factotum. After several happy years, events took an unhappy turn. The catalyst was a request from the local Roman Catholic church to use our building for their First Mass of Christmas (their own premises

being too small). A few members opposed the move and, when the decision went against them, vented their dismay through a campaign of complaint against me. At the same time, the URC at a national level was debating scrapping Districts as a layer of church structure, so my job as District Officer was under threat. The irony was that if all this had been happening to someone else, it would have been my job, as District Officer, to sort it out. But there was no one there for me.

It's too long and complicated a tale to tell here. Eventually, the stress made me ill and I was off sick for six months. Although I recovered somewhat during this time, it was clear that nothing had changed in the situation and there was no point returning. When friends and family rallied round with offers of accommodation, I took the plunge and resigned.

And then I found indexing, or indexing found me. Is indexing a vocation? It has certainly been part of my recovery: stress-related illness can cast a long shadow. I have work that I enjoy, and congenial colleagues, and new things to learn. And I still don't know where I'll be in five years' time.



Tools of the trade: a well-used Bible and a home communion set

Vidya Natarajan on the delights of living in Bangalore

My first visit to the panoramic Garden City of India, Bangalore/Bengaluru, was when I was nine years old. Little did I realise then that this visually enchanting place would be my home years later when I got married. I moved here in the year 2016 along with my husband, who is a technical editor in a networking firm. Located in the state of Karnataka, the city, also known as the Silicon Valley of India, has sprawling campuses buzzing with activity in the Information Technology sector. Not only is Bangalore a technology hub but it also has a rich cultural heritage that is primarily evident from its architecture. True to its nickname, the city has been built with several parks surrounding natural water bodies in some places and enveloping green cover – Lalbagh Botanical Park, Cubbon Park, Cariappa Memorial Park, to name a few.

Bangalore is a blend of old-town quaint residential localities and modern suburbs housing huge state-of-the-art gated communities. We chose to live in a neighbourhood which is in the heart of the city but at a considerable distance from the IT highway, as we wanted a residential feel in our day-to-day life. Prior to freelancing as an indexer, I had a full-time job in an e-publishing company in a different city (Madras/Chennai). My days were spent in a closed office atmosphere back then; when I first moved to Bangalore and started working from home, I initially took some time to get used to the silence around me after my husband left for work in the mornings. Dabbling in poetry is one of my hobbies and I wrote the following lines one sunny morning when I just had my laptop for company.

The tea break

*Chitchat and workplace talk were my main agenda over tea,
A bit of fretting over workload and then the quick rush to pee,
Until one day I found myself working permanently from home,
Oh! How boring, with no one to talk to, and a silence hard to fathom.
Gulping down my tea while staring at the wall,
Checking WhatsApp, Facebook and all,
I stepped outside on the balcony to be welcomed by the gentle breeze,
Experiencing the calmness and slowing down with ease,
Realising that this is the real break I have always wanted,
Looking quietly at the 'moving' city, the swaying trees, and feeling enchanted.
The stillness of time against a background noise from vehicle horns,
This is the moment when creativity beckons,
So here I am, writing to vent,
About my first tea break well spent!*

I gradually got accustomed to working from home and enjoying my quiet time with the view outside during my tea break or just when I wanted to take a break from work. The humdrum of the routine did get to me once in a while though.

Being avid travellers, we began exploring places in and around Bangalore on weekends. Our first visit was to the Nandi Hills (*see front page*), a set of beautiful, small hillocks located at a distance of 60 km from the city. The etymology of its name is manifold; Nandi refers to the Bull in Hindu mythology. One theory is that the hills look like a sleeping bull while others believe that it got its name due to the ancient Yoga Nandeeshwara Temple guarded by the huge statue of a bull situated there while some others called it the Anandagiri or the Hill of Happiness. Apart from the Yoga Nandeeshwara Temple, the hill is also home to several small shrines overlooking the Nandi village. Famous for its view of the sunrise, this is one of the most preferred weekend getaways for hiking and trekking enthusiasts, or for people who just want to have a picnic soaking in the sunshine enjoying the scenic view.

On a similar note, one of the ancient temples in the city located in old Bangalore — Basavanagudi — is a heritage monument known as the 'Dodda Basavana Gudi' (Big Bull Temple). Known for its distinct Dravidian style of architecture, the temple was one among the

➤ p13



Big Bull Temple



Gaganachukki and Bharachukki waterfalls

p12 ↻ several monuments constructed by Nadaprabhu Hiriya Kempe Gowda. A powerful chieftain of the Vijayanagara Empire, Kempe Gowda was the founder and chief architect of Bangalore. Hence several streets, educational institutions, and public places such as the railway station and the airport in Bangalore are named after him. The Bull Temple has some interesting features and traditions, one among them being the enormous quantity of butter (about hundred kilograms) that is applied to the statue and then distributed to the devotees as 'prasadam' or offering. Apart from the Bull Temple,

Basavanagudi also boasts of the Bugle Rock Park containing a watchtower built on the rock from where one can get a 360-degree view of Bangalore city. We would shop here at the Gandhi Bazaar (market) for most of the traditional Indian items including lamps and religious articles, or even just spend an evening walking along the busy streets doing some window shopping. The plethora of eateries in Gandhi Bazaar offers endless varieties of Indian street food to satiate the taste buds of food lovers.

Among the interests that I share with my husband, our love for animals and nature is a major one. ↻ **p14**

The Indexer

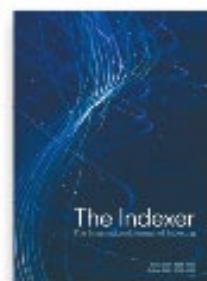
The International Journal of Indexing

Articles in Volume 38, Issue 2 (June 2020) include:

Indexing the living document: a Hansard case study
Emily Dix, Rosalind Guldner and Kate Laukys

A fourteenth-century introduction to an index
Michael Robertson

A tale of indexing (in)consistency
Lei Zhang



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p13 ☞ Having an undergraduate and a post-graduate degree in Zoology, my fascination for studying animals has come a long way. The Bengaluru Bannerghatta Biological Park is a one-stop destination for people like us who appreciate nature along with its rich biodiversity. The park was founded as a mini zoo in 1972 and declared as a national park in 1974. It gradually grew and in 2002 a portion of the park became a biological reserve, which is the present Bannerghatta Biological Park. A popular tourist spot with a zoo, animal rescue centres, a butterfly park with a conservatory, a safari, facilities for boating and nature camps, this place has lots to offer in terms of recreational and educational value at very reasonable prices.

Bangalore has always quenched our thirst for nature sightseeing. This technology-driven city derives part of its electricity supply from one of the most beautiful places in Karnataka — the Shivanasamudra. It is Asia's first hydro-electric power station that was established in the year 1902. The power generated was initially evacuated to the Kolar Gold Fields near Bangalore for gold mining operations. The present day Shivanasamudra is not only a hydel power station but also a tourist hotspot in the monsoon season between the months of July and November. It is from here that the river Kaveri cascades down, splitting into two breathtaking waterfalls, Gaganachukki and Bharachukki, which is nothing short of a visual treat.

The one aspect that I still find challenging to get used to here is the weather. I have always lived along the coast and grew up in places with more humidity. Bangalore, though at a higher altitude with a moderate climate throughout the year, is very dry. I used to fall sick a lot in the first year when we moved, but I have found myself acclimatising better with each passing year.

Bangalore also has several malls and multiplex theatres like any other metropolitan city, but as I do not enjoy wandering in closed spaces I don't frequent them much unless we want to watch a movie. The uncertain times this year have forced us to put life in perspective and given us an opportunity to prioritise our loved ones, to reflect on our day-to-day choices, big and small, to introspect, and to focus on what matters most to us. We have been spending our time working from home and connecting with our extended family and cousins through video conferencing on festival days, birthdays, and wedding anniversaries. We hope that the long-drawn battle with the current situation will come to an end, but not the lessons we have acquired from it. So until I get back to my happy place in the sunshine I am signing off with a note to my present routine.

Dear routine

I plodded along everyday

Taking you for granted in every possible way

Until I woke up one fine morning

To find the dreaded corona looming

It would have been beautiful if it was from the Sun

But here it was, lurking hideously within someone!

Locked me away within the four walls

Feeling claustrophobic within the stalls

So I decided to unleash

My creativity, productivity, and every other work-related cliché

Only to fall back harder into boredom than my ingenious skills could outreach

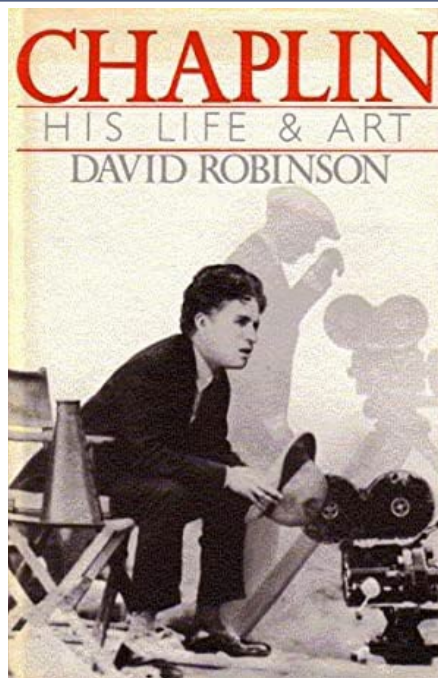
So here I am, sans regret or constant lament

Endeavouring to "live" in every passing moment!

see also . . .

"There is more than one way", it is said, "to skin a cat". Your correspondent finds this a proposition as dubious as it is unlikely to be put to the test. Avowedly, though, there is more than one way to compile an index. Reporting the Yorkshire Group's peer review exercise this quarter (*see p18*), **Mel Gee** remarks that "as usual, our individual indexes were very different". So it goes.

Unless we specialise, most of us will be called upon now and again to index a volume that is more or less biographical. Such tasks pose particular and often quite ticklish problems. If an individual is named on every page of the text, is it even necessary to list that person? The index to David Robinson's *Chaplin: His Life and Art* states baldly: "Chaplin, Charles Spencer



passim", a word our training enjoins us never to employ. But usually the answer to listing will be 'yes' because that person's entry will be broken down into myriad aspects. How to deploy these is a major decision, often one that needs to be taken early in the process, with the attendant risk that the indexer is soon found to be bound on a course that hinders more than it helps. Needing to start again is one of the most demoralising eventualities for the indexer, and best avoided.

Some biographies are written by (or ghosted on behalf of) the prime subject: autobiographies. Does that necessarily preclude the subject from an index entry? Some editors think so. Arthur Miller's sturdy autobiography, *Timebends*, tabulates ☞ **p15**

p14 ☞ eight Millers but not the eponym. Moreover, this is one of those indexes that forswears much detail or specificity. Miller's three wives are simply listed individually by their *née* names, with no indication of their relation to Miller or their own lives. Their page references are given as mere strings of numbers, respectively 21, 35 and 20 of them, the greater number enjoyed by the middle wife being the only clue that she had the highest public profile in her own right (she was Marilyn Monroe).

The titles of Miller's works are scattered through the index, the name Miller in parentheses placed after each title. Unless you already knew that *The Pussycat and the Expert Plumber Who Was a Man* was the title of Miller's first play for radio, you would only find it in the index accidentally. Similarly, in Richard Ellmann's *Oscar Wilde* (which many consider the definitive account), the works are not listed under the entry of the main subject. A note under Wilde declares "WORKS: see under individual titles". This is sufficient for those readers familiar with, say, Wilde's essay entitled 'The Soul of Man under Socialism', less help for those who lack a comprehensive knowledge of the great man's oeuvre. Surprisingly, Ellmann's book extends to a bibliography of each of Wilde's parents, but none of the man himself.

Ellmann's indexer uses a device favoured by many, including one of the SI's most distinguished members, **Christopher Phipps**. The Wilde entry is divided into sections (in this case only two, given the aforementioned treatment of Wilde's works) under the subheads PRINCIPAL BIOGRAPHICAL EVENTS and PERSONAL CHARACTERISTICS (Phipps is apt to use rather more subdivisions). The first of the Wilde subheads is a chronological list, the second alphabetical.

Some indexers present the works under a subheading within the eponym's main entry. This practice also comes in chronological and alphabetical versions. The former may seem tidy and logical but it assumes a certain knowledge of that chronology on the reader's part. But an alphabetical list can present its own challenges if every piece of work is indiscriminately included. The subheading Works in the main index entry of Philip Hoare's *Noël Coward: A Biography* introduces a cataract of undifferentiated songs, plays, records, books, films and so on that runs to 39 inches or almost 100 cm of index text. Fight your way

through that.

Simon Callow's *Orson Welles: The Road to Xanadu* has a curious solution to the Works problem. In the index, directly after Fields, W.C., is the entry films/movies. The reader has to intuit that this means only film works by Welles; other movies (not by Welles) are listed individually thus: *Gunga Din* (film). An advantage of this book being the first of a trilogy is that the list of Welles' achieved and unachieved projects is relatively short; later works such as *Chimes at Midnight* and *F for Fake* make their appearances in later volumes.

However, though there is a balancing entry for radio work, there is nothing under theatre or stage. Moreover, there is no separate entry for Mercury Theatre; indeed there is nothing between the entries Masenet, Jules (at the bottom of one page) and Morris, Lawrence (at the top of the next) and as elsewhere there are printing problems (one page of the index is duplicated in the first paperback edition), this might be an unintended omission. Welles' company does occur within the long

general entry under Welles as Mercury Theatre (1937-8) 308-417 *passim*. And you thought *passim* had gone away.

The index for Ben Pimlott's monumental *Harold Wilson* breaks down the PM's life into sections within sections:

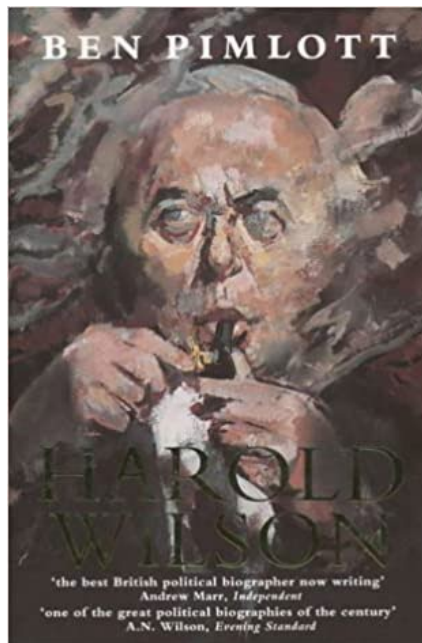
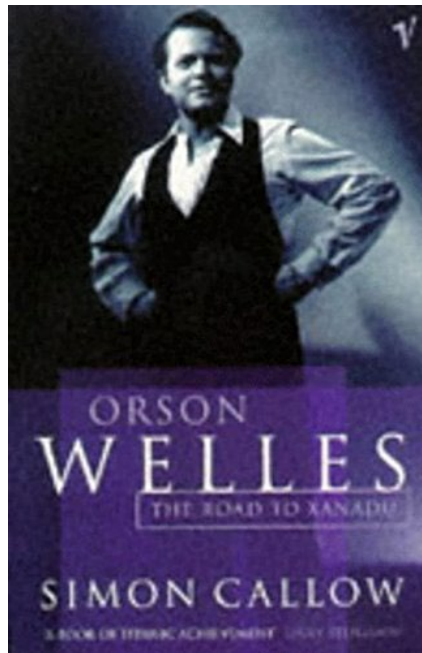
thus, PERSONAL AND PRIVATE LIFE *Early Life*, EDUCATION, OXFORD UNIVERSITY and so on. This provides a broad chronological thrust but within each section the entries are alphabetical: birth, the Blitz, the Boy Scout movement, character and temperament. . .

it's a technique that this writer likes as well as any and it is refined and simplified in an American book, *Jean Arthur: The Actress Nobody Knew* by John Oller, wherein under the heading Arthur, Jean, there is a straightforward alphabetical list of notions readers could be expected to look up: early stage productions, and failure of both marriages, family background, female idols, feminism of, filmography, final screen appearances. . . These subheadings and those in the Wilson

book are indented rather than, as in so many extensive and detailed biographical indexes, run on. Indented is surely easier to use. And we all aspire to that.

But, as the lady said, we'll each go about it in our own way.

The Locator



CINDEX™, making use of the *tilde* (~) in

Depending on your keyboard layout (Mac vs. PC, laptop vs. stand-alone keyboard, etc.) you may have to hunt for the tilde character, but it could be well worth the effort. In Cindex, this unassuming character is one of the reserved (special use) characters, which includes curly braces { }, angle brackets < >, and the backslash (\), and can pack quite a punch to help solve conundrums in Cindex.

Here are three common situations where you will find the tilde useful:

- 1 Cindex will automatically identify and style cross-reference prefixes when it comes across “see” or “see also” in records. However, sometimes the word “see” or “See” is used as part of the text of an entry and results in unwanted styling and/or unnecessary error reporting. To prevent Cindex from thinking this is a lead-in to a cross-reference target term, simply place a tilde before, within or after the word.

In DRAFT VIEW you might enter this:

tilde use: All Records

- Holy See...45
- Meisel, Paul, *Se~e Me Run*...34
- *Se~e Me Run* (Meisel)...34
- ~See of Rome...See Holy See

In FULL FORMAT VIEW you will see this:

tilde use: All Records

H

Holy See, 45

M

Meisel, Paul, *See Me Run*, 34

S

See Me Run (Meisel), 34

See of Rome. See Holy See

Note: the tilde, like all other reserved characters, is not displayed.

- 2 If your preferred method of data entry is to enter all main headings in lower case and then have Cindex

automatically capitalise the first letter (DOCUMENT MENU/ HEADINGS/STYLE) when displayed in FULL FORMAT VIEW, you may run across one or two exceptions where the automatic styling is not required, as in the use of a foreign-language term or preferred styling of an author's name. So, if you want your final output to be like this:

tilde use: All Records

A

Aesthetic approach, 49–65

aisthetikos, 51

G

Guided practice, 35

H

Habits of mind, 67

hooks, bell, 99

You can use the tilde to prevent automatic capitalisation by entering your terms thus:

tilde use: All Records

- aesthetic approach...49-65
- ~*aisthetikos*...51
- guided practice...35
- habits of mind...67
- ~hooks, bell...99

- 3 Sometimes a subheading phrase (e.g. “in vitro”, “in vivo”) includes a prefix that would normally be excluded from the sort. To ensure that Cindex does not ignore the prefix, simply add a tilde (i.e. “~in vitro”, “~in vitro”) so that, in this example, the subhead will sort alphabetically at “in”.

Less common uses include: (i) forcing Cindex to sort on reserved (special use) characters, as well as on itself, by placing a tilde in front of each, i.e. ~{ } ~< ~> ~\ ~~, and (ii) representing symbols and Arabic numerals as literal characters. To learn more about these uses, please look up the “Tilde (~)” entry in the index to the *User's Guide*.

But should you ever wish to display the tilde in an index entry, simply enter \~. The ~ will display, the \ will not.

Frances S. Lennie
Indexing Research


flennie@indexres.com

Local Groups

East Anglia

The East Anglia Group met using Zoom on 25 June as our hoped-for meeting in person was obviously not feasible. We spent a busy hour exchanging individuals' news and chatting about developments in the world of indexing. We are all at different stages in our indexing careers, but we spent quite a while discussing the support available

when starting out as a new indexer, both from the Society of Indexers itself and local small business support schemes.

We considered options for future meetings and decided to assess the situation in September as everything still seems very uncertain. Our preference is still for a face-to-face meeting and a popular option is to 

p16 ↻ visit Ickworth House and Gardens, near Bury St. Edmunds. Zoom is the alternative as it worked well and it has enabled us to keep in touch and still feel part of the group.

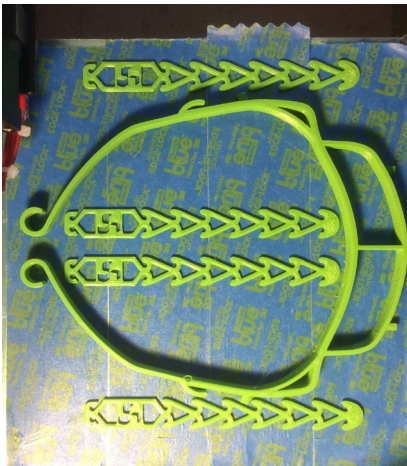
Carol Maxwell
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London

We've had two virtual Zoom meetings during lockdown. Everyone seems to be coping well with a variety of non-indexing activities keeping us busy: Zoom Zumba, Fitsteps and yoga helping to keep us fit and online bridge to exercise the little grey cells.

We welcomed as a newcomer to our meetings **Christine Graham**, who is very happy to have recently retired from her role as a medical researcher into the very topical issue of infection and immunity.

Barry Campbell has been involved with 3D printing of visors for the health service. The first photo shows a facemask headband and clips as printed and the second is



how the finished product looks fitted with a transparency (A4 transparency, punched using standard 4-hole punch).

We chatted about how libraries and bookshops are beginning to reopen and how they will cope with quarantining the books. **Rohan Bolton** had helped with a book giveaway for Little Chalfont Community Library while it has been closed and **Non Lowri Evans** told us of her experiences of "little libraries" in people's front gardens in Washington State.

We exchanged recent experiences of outside social distance meetings, several of us getting caught in the rain, including **Christine Shuttleworth** in her garden. Of course no meeting of indexers would be complete without mention of our furry friends, prompted in this case by Albert (**Cath Topliff's** cat) giving us a cat walk to and fro in front of the camera, which delighted Sylvester (Christine Shuttleworth's cat) and all our other cat lovers.

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North West

Four members met via Zoom on the warm evening of Thursday 25 June. It was lovely to catch up and have a chat, although we were all too shy for a group photograph. Topics of conversation included embedded indexing, indexes for Jamie Oliver cookbooks and workloads. We then moved on to more pressing topics such as dentists, hair appointments, families, and the reopening of libraries. After an hour we said our good-byes but we all agreed it would be a good idea to catch up again soon, so watch this space. Many thanks to **Jo Penning** for organising and hosting.

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Scottish

Eight members of the Scottish group met virtually via Zoom on Monday 27 April for a catch-up and chat. After a quick round of introductions where we broke the ice by talking about our favourite mugs, we moved on to a discussion about an article by Cheryl Landes, 'The Future of Indexing' from *The Indexer* Vol. 34 No. 3 September 2016.

The group had been sent the fol-

lowing two questions in advance:

- 1 The article is a few years old. Do experienced indexers feel it accurately reflects changes in indexing in that time? Or has it been business as usual? Does it miss anything out?
- 2 For newer and student indexers, what do you think about the predicted future of indexing as outlined in the article? Are technological changes something you feel confident about handling, or is it too much, on top of learning indexing skills? With reference to the section on consultancy, do you think you could offer that?

The discussion was varied and interesting, and as the group included a mix of more experienced and new/student indexers (including one brand-new student), the format worked well. We had a very useful discussion on embedded indexing and indexing software in general.

After a break, we reconvened for a more informal chat. Normally this would take place over lunch, but despite the lack of table service we still managed to share experiences and support. It was lovely to see those who made it, and especially nice that it could include some members who can't normally attend. For that reason we will probably continue to have virtual meet-ups in our schedule, although the original plan had been to visit Historic Environment Scotland's John Sinclair House in Edinburgh, and we do very much look forward to rescheduling that when possible.

If you are an SI member based in (or able to visit) Scotland and not already on the mailing list for Scottish local group events, please email me and request to be added.

Fiona Firth
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Sussex

Seven of the Sussex Group members met by Zoom on 3 June. As well as catching up generally, hearing how the parents in the group are coping with home education, and sharing binge-watching recommendations, we also discussed some

p17 ↻ indexing matters.

Indexing cited authors remains a challenge, as some clients will require all citations to be indexed, even those where the reference in the text was Smith et al. Others of us had examples where a cited author's work was discussed, but they were named only in the footnote and not in the text. Generally, members followed the broad guidelines of indexing only authors named in the text, not those referred to only in footnotes, particularly where index space was limited and room for subject entries needed to be preserved.

We also discussed indexing chapter author names, recently discussed on Sideline. **Rachel Gee** shared useful guidance from Noeline Bridge in *Indexing Names* (American Society for Indexing, 2012) on distinguishing author chapters from discussion of their work in the same book. As **Ann Hudson** pointed out, indexing article author names is standard practice in journal indexing, and it can be hard to see why this would not be done for books as well.

We also had a useful discussion of the subject areas we index, how we came to do them and how we can enlarge them – or whether we

should. Generally, members had found that they get more work like the indexes they have already done, although a few of us were battling off enquiries from clients in completely unrelated areas. There was no clear evidence yet of a slowdown in offers due to the pandemic, although publishers were deferring publication of titles to the autumn and book-buying had obviously reduced.

Tanya Izzard

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Three Choirs

On 13 May, the Three Choirs held their first Zoom meeting. Since then we have had one every two weeks with an average of about six of us attending. Our first meetings went over a couple of 40-minute sessions – I have the free version of Zoom – and we talked about indexing as well as the virus. Enough said about the virus. It is always good to see everyone (even if we are having trouble keeping hair out of eyes) and talk about work or whatever comes up in conversation. We never have any trouble finding things to talk about.

It was agreed that we enjoyed these Zoom meetings fortnightly and will continue them for a while longer. This last one we did keep to

one session which is a good coffee-time period. And now that I seem to have the technology under control we don't take so much time getting started. In our last meeting on the 23 June, I asked when everyone thought we should resume real get-togethers. The general consensus was to see what things looked like in September. A visit somewhere where we could have a walk seems a good way to ease back into our usual pattern.

There was even some discussion about indexing at this meeting.

Wendy Baskett had a very interesting situation she had dealt with, so it was so nice to have some discussion on our favourite topic. Although we read for a living we do read other books, too, so there was some sharing of recent books read for fun and favourite authors. Actually, I think it would be fun to do a Desert Island Authors session.

It was later in the day after this meeting that the Prime Minister announced the 'end' of lockdown on 4 July. Independence Day? The irony wasn't lost on me, I can tell you. Did I say 'enough said' about virus? I suspect this will be the elephant in the room for a while. Stay well everyone.

Pam Scholefield

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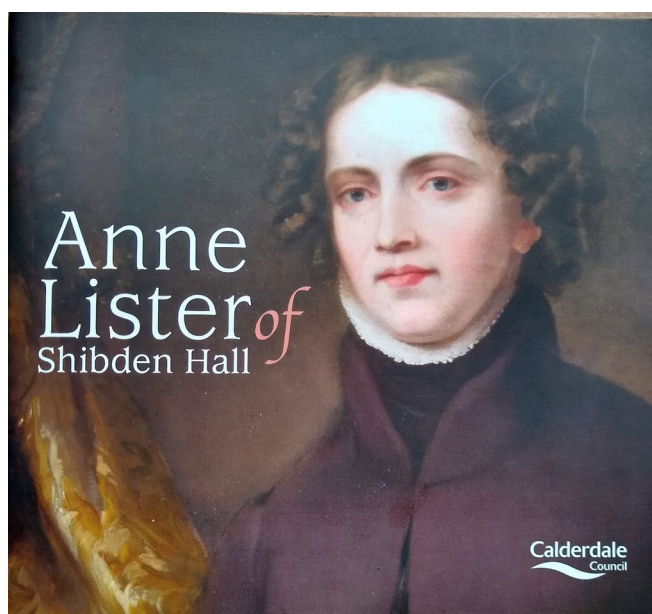
Yorkshire

Our first two activities planned for this year were to be themed on Anne Lister (of *Gentleman Jack* fame). The first was a peer review exercise, indexing the short publication *Anne Lister of Shibden Hall*. Lockdown forced this online, and it ran on our Yorkshire Group forum from 4 May for around a month. I opened it up to anyone, regardless of Yorkshire connections. Thirteen people contributed, even if only to say "hi", and I was delighted to welcome some student indexers to the discussion.

Unusually for a peer review exercise, our chosen publication wasn't freely available; however, a few of us had managed to purchase a copy and we had a handful of indexes to talk about. As usual, our individual indexes were very different, and also as usual, our discussion was wide-ranging and we frequently wandered away from the details of this particular publication to discuss more general indexing concerns. This meant people could (and did) join in even if they hadn't read the booklet. As I posted new discussion points every few days, people could dip in when they had time – there was no pressure to contribute straight away, or to all the discussion points. You can find the discussion in all its glory in the

Yorkshire Group forum, and an informal index to it here (the locators refer to page numbers in the forum):

↻ **p19**



- tadditional information in indexes (and extra work for the indexer), 3, 4, 5
- biographical headings (how much detail?), 3, 4
- dates in headings/subheadings (are these useful?), 5
- diary extracts (did anyone try to read the hand-writing?), 1
- haikus, 1, 3
- illustrations (how do we index them and how much detail do we go into?), 1–2
- indexer objectivity/subjectivity, 3, 4, 5
- indexing Bingo, 4
- indexer introductions, 1, 2
- limericks, 3
- metatopic(s) (Anne Lister and Shibden Hall), 2–3, 4, 5
- name-dropping in the text (argh), 4
- names (how exhaustively do we index them?), 3, 4, 5
- rhyiming couplets, 1
- subheading arrangements (alphabetical or other?), 3, 4, 5
- subheading inversion (what do we think about it?), 4, 5
- swift-watch, 1, 2, 5
- text boxes (do we give them special treatment?), 1–2

As it is in our patch in Halifax, our second planned activity was to be a June visit to Shibden Hall. For the time being our visit has had to be *virtual*, and we held a trusty Zoom meeting for those of us with the technology and the inclination. Four of us (**Kirsty Adegboro**, **Ruth Ellis**, **Mel Gee**, and **Ann Kingdom**) 'met' on 30 June and chatted for about an hour. As well as admiring each other's lockdown haircuts (or in my case, hair-not-cut) and Ruth's stylish office, we talked about: the challenges of having other people (little and not-so-little) in the house all the time and strategies for getting our work done (which included very early starts, good headphones, and the right sort of music to listen to); our experiences of online schooling and how our offspring were coping; and our plans for the summer. Two of our group had recently had or were soon to have, 'significant' birthdays and we daydreamed about how they might have been celebrated under different circumstances. Naturally we also had a little moan about challenging indexing projects we've encountered, but overall we felt grateful that working from home was something that we were well used to (if with fewer people about the place) and that work, so far, had been steady. This was an enjoyable get-together and we decided to try to repeat it over the summer months.

Our next formal meeting will be in September, to discuss strategies for speeding up as we get more proficient at indexing: this will almost certainly be another Zoom meeting.

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