

The SOCIETY of EDITORS (VICTORIA)

NEWSLETTER

VOLUME 34 NUMBER 12

JUNE 2005

Next meeting Annual General Meeting

Wednesday, 13 July 2005

Please note our venue:

The English Speaking Union

146 Toorak Road West
(between Walsh and Marne Streets), South Yarra
(Melway 21 4E)

The English Speaking Union has been the 'home' of the Society's committee meetings for the last four months.

We are pleased to be able to share it with members for this important meeting.

Please join us at 6.30 p.m.

for pre-dinner drinks (complimentary glass of champagne or orange juice) in the lounge followed by a three-course dinner in what we call the 'ballroom'.

The AGM dinner is free to members (\$35 for non-members).

Drinks during dinner will be available at bar prices.

The AGM means election of 2005–2006 office-bearers for the Society. Current committee members will report on their areas of responsibility for the past year. There will also be an update about Victoria's hosting and planning for the CASE national editors conference in October. This is a great opportunity to come along and support your hard-working office-bearers, network and enjoy the company of other editors, and enjoy a free meal in a fantastic venue.

(Note: there is a bus stop right out the front of the building which limits parking. However there is plenty of parking across the road next to the park.)

Booking details

- * Book with Amanda Coverdale – email preferred – at <amanda@clari.net.au> or telephone (03) 8802 4482.
- * Book STRICTLY before 5 p.m. on Friday, 8 July. Bookings received after this deadline will not be accepted. Book early to avoid disappointment.
- * State if you are a member, student, ASTC member, AusSI member or non-member. Give an email address or telephone number.

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Coming up: Join us on **3 August** to hear our guest speaker **Kerry Greenwood** speak about crime fiction. Visit the Society's website <www.socedvic.org> for regular updates.

Changing of the team

The Society would like to thank **Lan Wang** for her invaluable contribution to the *Newsletter* production over the last two years. I would particularly like to stress the importance of her partnership in getting the *Newsletter* out to you, the members, each month – nothing was too much trouble. Lan has hung up her *Newsletter* hat and we are thrilled to welcome **Ron Joosten** to the production team from next issue. In the meantime, a huge thanks to **Cathy Edmonds** who has stepped into the gap to help us get this *Newsletter* out to you in June.

I am also delighted to announce that **Haya Hussein** has volunteered her services in the *Newsletter* editor's role. Haya is currently convening the National Organisation Working Group and is due to hand in an Issue Report to CASE next month. She will swap that hat for the *Newsletter* one in August. Last but not least is a thanks to our proofreader, **Anne Findlay**, who is also 'retiring' from this role. Many thanks, Anne for your contribution – your diligence was much appreciated.

Liz Steele



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News, comments, letters and other material for publication, review or mention in the *Newsletter* should be addressed to the *Newsletter* Editor at the address on the left.

Disclaimer: The views expressed by individuals in this *Newsletter* are their own and do not necessarily represent the views of the Society of Editors (Victoria) Inc.

News from the Institute of Professional Editors (formerly CASE)

June 2005

Inaugural meeting of Accreditation Board

'These are all doable jobs,' said Robin Bennett, newly elected chair of the Accreditation Board, after its inaugural meeting in Sydney on 21–22 May. Robin and the enthusiastic team are looking forward to tackling the range of tasks needed to make the accreditation scheme a reality.

Present at the meeting were Ed Highley representing IPE, Louise Forster (Canberra), Shelley Kenigsberg (NSW), Karen Disney (SA), Helen Moore (VIC) and Alison Savage (TAS). Robin Bennett represented Queensland and Isabel Workman (NSW) attended as minutes secretary. Two other representatives will join the Board soon, one from WA and one from the assessors panel.

'It is crucial to have a clearly recognised minimum standard for accreditation so there is no perception of subjectivity

in assessment. Applicants need to know exactly what is expected of them,' Robin said. To achieve this, the Board will seek input at the October national conference on the level of competence that merits accreditation. This may take the form of a discussion of several sample applications prepared for the occasion.

The Board also plans to keep members informed and encourage feedback with a feature called Cred Ability which will appear regularly in the societies' newsletters.

The Board also made some decisions and mapped out areas that need research and consultation. These include its own constitution; the appointment of the secretariat; arrangements to cover conflict of interest and confidentiality of applications; sponsorship and financial management; promotion of the scheme; and legal protection and insurance.

Meanwhile, the National Organisation Working Group is finalising its issues paper and expects to present it to members for discussion in the near future.

Janet Mackenzie, IPE Liaison Officer

<www.case-editors.org>

Have you ever contributed to the Newsletter?

To celebrate its thirty-fifth anniversary, the Society of Editors (Vic.) is planning to publish an anthology of articles and speeches from past issues of the *Newsletter*, to be entitled *At the Typeface*. There is some wonderful material in the back issues, essential background for understanding the publishing industry and the role and status of editors in Australia.

The following people, or their estates, may have a copyright interest and are invited to contact Janet Mackenzie <superscript@netspace.net.au> or (03) 5775 2988 by 30 June 2005. As a non-profit organisation, the Society is not in a position to pay permission fees for the use of copyright material.

Margaret Aitken; Jane Arms; Richard Bennett; Peter Blake; Patty Brown; Diane Carlyle; Fran Church; Adrian Collette; Bronwyn Collie; John Currey; Helen Daniels; Adrienne de Kretser; Frank Eyre; Sally Falla; Bernadette Foley; Fiona Galbraith; Anne Godden; Jim Hamilton; Maria Higginbotham; Margot Holden; Kathy Hope; Penny Hueston; John Iremonger; Jennifer Jones; Paul Judd; Andrew Kelly; Matthew Kelly; Al Knight; Ann Lahey; Rosemary Lancaster; Kym Lardner; Helen Lightfoot; Wendy Lowenstein; Janet Mau; Susan McCulloch; Walter McVitty; Jennifer Missen; Deidre Missingham; Terry Moloney; Sally Moss; Laurie Muller; Gerald Murnane; Stephen Murray-Smith; Joyce Nicholson; Chris Nicol; Agnes Nieuwenhuizen; John Nieuwenhuizen; Anne Norton; Dinny O'Hearn; Diana O'Neil; Bruce Pascoe; Katherine Phelps; Barney Rivers; Lilian D. Rodberg; Kay Ronai; John Ross; Darren Ryan; Rita Scharf; Geoffrey Serle; Bruce Sims; Andrew Stammer; Paul Stapleton; Julie Steiner; Jane Stephens; Maureen Stewart; Lucy Sussex; George Turner; Jim Walker; Cynthia Wardle; Ken Yendell.

Occasional Series on Australian Editors (OSAE)

The Victorian working group met on 1 June to discuss the planning and promotion of the Occasional Series at the national editors conference in mid-October.

The working group has been meeting since November 2004 to scope the project, develop an efficient structure and plan a program of activities. Complementing its oral, pictorial and print on demand publishing program, the working group is currently initiating a database on editors, their work and influence, and a skills-based register for anyone interested in contributing to this project. It is also organising a conference panel focusing on Honorary Life Members and their contribution to the Australian editing and publishing profession. The panel is sponsored by the Society of Editors (Vic.) and will feature four life members and a participating chair. More about this later as details are finalised.

The newly launched Victorian Society of Editor's website will feature regular updates about the activities of the working group and how members can become involved in the Occasional Series.

The overarching aim of the project is to increase the visibility and profile of editors and promote the editing profession. The working group – endorsed by the Society of Editors (Vic.) and CASE – has a national vision and encourages expressions of interest from state and territory members. If you are interested in contributing in some way to this project, we'd like to hear from you – contact Diane Brown, Convenor at <dianeb@netspace.net.au>.

Website and new logo launch

by Mary Pearl

The Society's new website was launched on 1 June 2005. Speakers were RMIT communications lecturer Bryony Cosgrove, the Society's web manager, Fleur Goding, and the website designer and developer, Jorge Silveira.

A new logo has been created for a new beginning. As Fleur puts it, 'we are now visually re-branded'. The project was a thousand hours of 'collective voluntary' endeavour. It is a website worthy of professionals and an important networking forum.

Unlike the 'clunky' old one this new site has dynamic functionality. Members can read articles online, and log into the members-only area. Editing needn't be a solitary slog; members can give and get editing advice, by talking shop with their peers through a discussion forum. They can read about jobs or renew memberships the old way, or online. The committee has organised a secure site through Paymate for membership renewal payments. There's also a photo gallery – see who some of your colleagues are! If you email Fleur with a mini bio and a photo (JPEG format), she can help you get profiled on the new site!

To log into the members-only area of the website, you need to enter your username and password. Click on the 'Forgot your password?' link on the members page to have your login details emailed to you. The discussion forum requires

separate login details; just click through to the forum from the members-only area, then click on 'Register' to create a user profile in the forum space. You can use the same login username and password for the forum as for the members-only area – this may be easier to remember! It is recommended that you change your password from time to time so it remains secure. You can do this through the 'Update my details' link in the member area. If you have changed your email recently and it is not registered with the Society, please contact Fleur to help you log into the member area <fleurg@bigpond.net.au>.

All this information and more, is available on our very user-friendly website. Give it a go because the website and its success depends on its members. It is hoped that the website will mature and evolve with much use by, and suggestions from its members.

• **The *Newsletter* team thanks Mary Pearl for this report.**

Newsletter it is and Newsletter it will be

Those who attended the website launch on 1 June will have seen the new Society of Editors (Victoria) logo. You can also see it on the membership application/renewal form on page 7. The *Newsletter* will also have a fresh new design in the new financial year (note it is a work in progress at the moment – hence the two logo styles in this issue).

In late May, the committee asked members whether we should also give the *Newsletter* a new name to go with the new look. We received 49 suggestions. Popular titles were InPrint (7 votes), Ampersand (6 votes), Footnote and Ink (4 and 3 votes, respectively). Space does not permit a list of all of the rest, but some of the more clever offerings were In Loco Parenthesis, The Ascender, and Final Edit. Uncensored drew some ribald comments but some feared the contents would fail to live up to the seductive promise. The Hyphen was considered by some to suggest something too tiny and insignificant, and Footnote similarly to diminish our professional role. The most inspired offering was Monty Hyphen's Flying Circus.

However, the strongest voices were raised in favour of retaining *Newsletter* (16 votes). It's simple, it's serviceable, it has served us well for many years, and it avoids the difficulties of having a name tied too closely to books and print. The Society represents editors who work in electronic and other media as well as those in the book industry. *Newsletter* is thus a link to both tradition and the future.

L. Elaine Miller

The Society of Editors (Vic.) Inc. presents Using Word macros for more efficient editing

Trainer: Catherine Hunt.

Catherine mastered macros while providing support and training to users of the macro-based editing software used by Blackwell Publishing.

**Saturday 23 July 9.30 a.m. to 1 p.m.
CAE, 253 Flinders Lane, Melbourne**

Cost: members (Society of Editors, ASTC and Society of Indexers) \$100, non-members \$135

Please book with Marta Veroni,
<bohemia@melbpc.org.au> by **Friday, 15 July.**

Note: Due to computer availability,
places are limited, so please book early!

Memberships for the 2005–2006 financial year will be due on **Friday, 1 July 2005**, and this edition of the *Newsletter* contains our new membership renewal form (see page 7). Please renew your membership promptly.

PLEASE NOTE: Membership requirements as shown on the form were discussed and passed at the Society's committee meeting on 8 June 2005. Please contact the Membership Secretary (see email address on the back of the *Newsletter*) if you have any queries.

About us

Katya Johanson



Katya Johanson teaches editing in the Professional Writing course at Deakin University and is the CASE representative for Victoria. Before teaching, she worked mainly in academic and educational publishing. She began in marketing

at Cambridge University Press, then moved on to editing at Addison Wesley Longman. She freelanced part-time while writing a PhD and having children. She has also worked on the journal Australian Historical Studies and edited course materials for Deakin University.

What's the best thing about your job?

Enthusiastic students and the opportunity to explore and discuss the reasons behind editing decisions.

What's the worst thing about your job?

Marking 80 assignments in two weeks. And I really do miss editing. I feel that I was still learning when I got this job, and I want to keep learning.

What's the best thing about being an editor?

Working in collaboration with talented and clever people.

What was your first editing job?

Editing a 1176-page accounting textbook. I had nightmares about profit and loss statements for months, but it was an extremely valuable learning experience. I still think about it often.

How did you become an editor?

I began cleaning and formatting manuscripts for academic staff to earn money while I was studying. I enjoyed it and wanted to do more, so wangled my way into RMIT.

Describe some of the training you have had to become an editor.

I did the RMIT Graduate Diploma in Editing and Publishing, but every editing job since then has provided some sort of informal training.

What are the essential qualities of being a good editor?

1. A commitment to learning
2. The desire and ability to get along with almost everybody
3. Stamina to get through the less interesting aspects of the job

What is the most rewarding job you have ever done?

Probably the accounting textbook mentioned above, because it taught me so much.

With which grammatical style/rule do you have the most trouble?

Parallelism, as my students will tell you.

What is your favourite reference source?

Is it too boring to say the *Style Manual*? I have worked on a lot of Australian history, so would also say the *Oxford Companion to Australian History*. I have to remind myself to put it aside once I've found what I'm looking for.

Do you prefer to edit on hard copy or on screen?

I find it hard to do one or the other exclusively, so it's usually a bit of both (although more onscreen).

What advice would you give to editing students?

Assume nothing, keep copies of everything and be polite and helpful to everyone.

What book would you most like to have edited?

Perhaps the *Oxford Companion to Australian History*.

COURSES AT THE VICTORIAN WRITERS' CENTRE

Language and grammar

with Connie de Silva

When: Sunday, 17 July, 11 a.m. to 5 p.m.

Cost: \$120, VWC members \$80/\$75

Introduction to proofreading

with Ruth Siems

Four Thursdays – 18 August to 8 September

Cost: \$180, VWC members \$145/\$130

The editor's role

with Sophie Cunningham

When: Saturday, 3 September, 10 a.m. to 4 p.m.

Cost: \$120, VWC members \$80/\$75

Where: Victorian Writers' Centre,
1st Floor Nicholas Building, 37 Swanston Street,
Melbourne.

Bookings essential: phone (03) 9654 9068 or
email <info@writers-centre.org>.

About us

The Copy Editors Freelance editors



Danielle De Maio, Caitlin Matthews and Katrina Lok (pictured top to bottom) met while working at Blackwell Publishing. It didn't take long for them to realise they were on the same wavelength, worked well together and had similar ideas on where they wanted to be in the future. They talked at length about setting up their own business, and decided the worst that could happen would be that they had no clients and the business would fold accordingly. So with an initial outlay of very little – registering a business name = \$70; printing business cards and stationery = \$614; advertising in the Society of Editors Freelance Register, they set up The Copy Editors – knowing their actions would one day lead to a ticket to freedom from the evils of working full-time = priceless.

What's the best thing about your job?

The freelance business makes it still feel like it is the old days and we are working together. We know we wouldn't have had the guts to go it alone, but the support network is wonderful and we each have our different strengths and bring different ideas on how to tackle certain things. Ooh and the extra cash doesn't go astray either!

What's the worst thing about your job?

We're still working full time, so if we are experiencing quite a busy period and need to edit on a glorious sunny weekend it can be annoying. Chasing late payments from the same companies can also get a little tedious.

Describe some of the training you have had to become an editor.

Working on scientific and medical journals at Blackwell Publishing meant that they employed a lot of people who had some sort of science background. Danielle and Katrina

studied applied biology and Caitlin studied environmental management/hazardous material. We were all 'trained' inhouse, which was both a terrifying but extremely valuable experience because of the range of tasks and the discipline required. We have also attended Deb Doyle's grammar and punctuation course and various other courses. Caitlin also recently attended the excellent 'Using the web effectively' course run by the Society.

What are the essential qualities of being a good editor?

Patience, patience and more patience. Other desirable qualities are a psychic ability to understand what authors are trying to say and what publishers want, a sense of humour and a big stick for chasing late corrections.

What is the most rewarding job you have ever done?

The one we were just paid for.

With which grammatical style/rule do you have the most trouble?

The different spellings (e.g. Aus, UK, US) and styles used for different journals can be very frustrating because they can be very different at times. Unlike books where publishers generally have a house style that they want you to follow, journal styles are heavily influenced by the scholarly societies or organisations for which they are published.

What is your favourite reference source?

It may not be a traditional reference source, but PubMed is an invaluable online source when working on medical publications of any sort.

Do you prefer to edit on hard copy or on screen?

Hard copy? What's that? Seriously, working on journals has meant that we are all used to working on screen because most journals are generally online in some form or another these days. The tight turnaround times for these publications also means that the production and editorial processes are as streamlined as possible and this involves editing on screen, converting to programming languages such as XML and typesetters sending proofs in PDF format.

What advice would you give to editing students?

Having contacts in the industry helps immensely. Keep in touch with your lecturers and fellow students. It is such a small industry in Melbourne, so it pays to maintain positive relationships with clients. Working inhouse, even if it's just a volunteer, work-experience position can be really valuable.

What book would you most like to have edited?

Katrina: David Michie, *Buddhism for busy people: Finding happiness in an uncertain world* or Michael Groom, *Sheer Will*.
Danielle: Stephanie Alexander, *The Cook's Companion*.
Caitlin: Bill Bryson, *A Short History of Nearly Everything*.

Book Review

A Word on Words by Pam Peters

by Helen Bethune Moore

As one of Australia's leading wordsmiths – probably the leading wordsmith in Australia – the name Pam Peters is well known to editors. Two of her books are always within reach at my desk: *The Cambridge Australian Style Guide*, and *The Cambridge Guide to English Usage*. I always have *The Macquarie Dictionary* readily accessible too, but her name doesn't appear on the spine of that one; however, her name features on the imprint page as being part of the editorial committee.

These are all quite weighty tomes. *A Word on Words*, however, is a slim portable book, but just as indispensable to anyone interested in words.

It comprises a series of essays, bringing together many reflections on the vagaries and constant evolution of the English language, in a logical and conversational manner. The collection is based on Pam's regular column, 'A Word on Words', written from 1994 to 2003 for the journal *Australian Language Matters*, published by Language Australia.

In this book, Pam begins with the theme 'Expanding the lexicon', telling the reader how words are introduced to the language, and how they may become 'acceptable', usually by being included in a dictionary.

Pam moves on to talk about words and meanings, words and numbers, language and technology, spelling and punctuation, grammar and word forms, language and culture and, finally, the alphabet. Given that the book is only 90 pages long, including its glossary and bibliography, its range is quite remarkable.

A Word on Words is a book that can be read cover to cover –

and one would be considerably the wiser for it – or dipped into randomly. In reading parts of it arbitrarily one finds oneself so intrigued by any one aspect that, depending on circumstances, the reader (or this one anyway) finds herself exploring the topic further independently, or perhaps using the gem of information mined as a basis of conversation with other people interested in words and their usage.

Kel Richards, writer and presenter of *WordWatch* on ABC News Radio remarks in the foreword, 'Pam Peters explains why policing English is about as practical as nailing jelly to a wall'. As we editors know, English has always been a language in evolution: it is a work forever in progress. It is hopeless to rail against the verification of nouns, for example – something that has been occurring since Shakespeare's time at least. Among other things, Pam shows us that we must be flexible, and not cling to outmoded forms of English usage. At the same time, she provides fascinating insights on words such as 'jots' and 'tittles' and the history of a number of loan words, and how their meaning in their incorporation into English has changed from the original.

A Word on Words is remarkably diverse in its discourse, ranging from the use Email, E-mail, email or e-mail to an examination of language in the context of our culture and history, in her usual conversational and non-didactic style. *A Word on Words* (RRP \$19.80) is available from CAE Press: contact (03) 9657 8111 or <caepress@cae.edu.au>. The book is illustrated by Judy Dunn, edited by Nicole Hayes with DTP/Design by Gabrielle Markus.

In memory of Richard (Dick) Appleton

by Alex Skovron

Richard (Dick) Appleton, poet, raconteur, libertarian, and longtime editor of *The Australian Encyclopaedia*, died at his Cessnock home on 27 April after a long illness, aged 73. Dick first joined the encyclopaedia's small editorial staff in 1972; he had previously worked as an editor of textbooks at Science Press, gaining experience in all facets of publishing. He was soon made production editor for AE's third edition, which was published by Grolier in 1977. Subsequently he was editor-in-chief of the fourth edition (Grolier, 1983), the fifth (Australian Geographic Society, 1988), and a contributing editor to the sixth edition (AGS, 1996), serving also on its advisory board.

Dick's career as an encyclopaedist was not limited to the AE. He worked on an Australian encyclopaedia and chronology for Collins; updated all the Australian content in the 12-volume 'Micropaedia' section of *Encyclopaedia Britannica*; co-edited (with wife Barbara) a children's encyclopaedia for Macmillan; and wrote articles for *The Penguin Australian Encyclopaedia*. For Cambridge University Press, he also compiled (with Barbara as co-author) *The Cambridge Dictionary of Australian Places*. On another front, he edited *Brave British Boys*,

a collection of memoirs (including his own) of the Royal Australian Naval College, where he had spent several years as a teenager; and co-edited (with Alex Galloway) *There Was a Crooked Man* (A&R, 1987), the collected poems of Lex Banning. Dick himself was a gifted poet, and a fine stylist of prose. His last work was a colourful autobiographical memoir (as yet unpublished in book form), *Appo's Story: Recollections of a Member of the Sydney Push*.

Dick had an abiding love of language and ideas. His knowledge was broad and diverse, and in some areas redoubtable. Always passionate about politics and social justice, he enjoyed lively discourse (especially over a bottle of red wine) and could be a spirited polemicist; for many years he was an energetic member and office bearer of local branches of the ALP. He was affable and urbane, with a finely-honed wit, a predilection for irony and a keen sense of the absurd – his repartee was sharp, cerebral, often mischievous. But there was also a natural humility, along with a quiet and particular grace. He will be sorely missed.



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Membership application and renewal 2005–2006

MY DETAILS PLEASE PRINT ALL DETAILS CLEARLY

Given name Family name

Address Suburb

State Postcode Email

Tel: (BH) (AH) (Mobile)

MEMBERSHIP APPLICATION

I want to apply for **FULL MEMBERSHIP** of the Society.

Applicants need one or other of the following, but may tick both boxes.

I have two years' full-time (or the equivalent in part-time) editing experience in paid employment **OR**

I have a post-secondary qualification in editing and/or publishing and one year's full-time industry experience.

I have attached a short statement that substantiates the option I have ticked above. It includes a summary of the type and duration of my editing experience and details any relevant qualifications I have.

I have attached statements from two people in editing-related employment which state that I have the necessary qualifications and experience required for full membership. (These references state the person's current occupation, employer and position.)

I want to apply for **ASSOCIATE MEMBERSHIP** of the Society. I have an interest in editing and associated disciplines and in the Society's aims generally.

I want my associate or full membership to be **DISTANT MEMBERSHIP** because I live over 50 km from the Melbourne GPO.

MEMBERSHIP RENEWAL

I wish to **RENEW MY MEMBERSHIP** of the Society for 2005–2006. (Renewals can be done online.)

MY PAYMENT

I **ENCLOSE** a **CHEQUE** **MONEY ORDER** for \$ *Note: New members after 1 January only pay half the membership fee.*

I have **TRANSFERRED PAYMENT** online to the Society's bank account The Society of Editors (Vic) Inc / Commonwealth Bank / 3114 0090 1695. I enclose a printout of my online receipt as proof of transaction.

Category	Payment required	New memberships after 1 January
Full	\$75	\$37.50
Full (distant)	\$45	\$22.50
Associate	\$75	\$37.50
Associate (distant)	\$45	\$22.50

OTHER

I would be interested in talking to a committee member about joining the committee at some stage in the future.

PLEASE COMPLETE THE FORM AND POST IT TO THE ADDRESS AT THE TOP OF THE PAGE.

Dates for your diary

Next meeting – Annual General Meeting

Wednesday, 13 July 2005

Membership renewals due

Friday, 1 July 2005

Editing in Context conference

Registration opens Monday, 4 July 2005



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John Curtain (d. 1999)
Beatrice Davis (d. 1992)
Frank Eyre (d. 1988)

Stephen Murray-Smith (d. 1988)
Anne Godden (d. 2004)

Membership of the Society is open to anyone engaged professionally in any aspect of editing for publication, or who has had such experience in the past. Associate membership is open to anyone interested in the Society's activities. Associate members may not vote or hold office in the Society.

Membership application/renewal forms are available from the Secretary, the Membership Secretary or the Society's website: <<http://www.socedvic.org>>

Subscriptions

Full membership \$75
Associate membership \$75

Distant membership \$45

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