

Indexing: What Every Editor Should Know

Nancy Mulvany
Bayside Indexing Service
nmulvany@bayside-indexing.com
www.bayside-indexing.com

Bay Area Editors' Forum
November 16, 2005
Mechanics Institute
San Francisco, CA

Useful Web Resources

Order the 2nd edition of *Indexing Books* at <http://www.bayside-indexing.com>

NISO TR03-1999 Guidelines for Alphabetical Arrangement of Letters & Sorting of Numerals & Other Symbols, by Hans H. Wellisch
http://www.niso.org/standards/std_resources.html

American Society of Indexers: <http://www.asindexing.org>
Indexer Locator & Jobs Hotline: <http://www.asindexing.org/custom/locator/>

Golden Gate Chapter, ASI: <http://www.goldengateasi.org>
Janet Russell, Secretary (janet@goldengateasi.org)

INDEX-L (Indexers' Discussion List): <http://lists.unc.edu/read/?forum=index-l>

Useful Books

Smith, Sherry L. and Kari Kells. 2005 *Inside Indexing: The Decision-making Process*. Bend, Or.: Northwest Indexing Press (ISBN: 0977103501, <http://www.insideindexing.com/>)

Stauber, Do Mi. 2004. *Facing the Text: Content and Structure in Book Indexing*. Eugene, Or.: Cedar Row Press (ISBN: 0974834505, <http://www.domistauberindexing.com/>)

Wellisch, Hans H. 1992 *Indexing from A to Z*, 2nd ed. New York: H.W. Wilson (ISBN: 082420882X)