ISC/SCI Online Conference 2024 Program

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Recordings of the seven sessions (excluding networking, discussions, and New Indexer Speed Networking) will be available to conference registrants for twelve months after the end of the conference. Details on how to access the recordings will be provided post-conference.

Program: Thursday, May 30, 2024

Speed Networking for New Indexers (90 minutes)

The transition from being a student of indexing to a practicing indexer is filled with unknowns. How do you land that first client? How do you attract repeat clients? How do you manage it all? A million questions—but where do you get the answers?

ISC mentors, of course! A group of mentors are here to help in this special speed networking session held before conference begins officially. This year we have multiple mentors, each in their own room, including long-time members Jolanta Komornicka, Alexandra Peace, and JoAnne Burek. You will be randomly placed into a Zoom room with one of the mentors, and at any time during the next hour and a half, you can change rooms to see what the other mentors have to say.

Come along and get multiple perspectives on how to get started, different directions you can take in your career, and what the future holds!

After Party: Informal Chat (....as long as you like!)

After the new indexer speed networking session, continue the discussion in a joint session with all the mentors and new indexers together. Making these connections is a fabulous way to build community. That's why the ISC/SCI exists after all!

Software Reps: Tips and Tricks (45 minutes/software)

Learn tips and tricks from indexing software representatives. These talks will be recorded and available to registered conference attendees.

Index Manager with Katharina Munk

Indexing in Word with Barry Campbell

Cindex with Maria Sullivan

Sky with Judi Gibbs

After Party: Informal Chat (....as long as you like!)

Everyone can chat together about what you've learned, or what you're looking forward to seeing during the conference!

Program: Friday, May 31, 2024

Welcome by Jolanta Komornicka (ISC president) and Maggie Billard (ISC co-president/conference chair) (15 minutes)

Meet Your Colleagues: Virtual Stitching Circle (15 minutes)

You'll be randomly placed in a breakout room with up to five other people, changing every five minutes. Introduce yourselves while getting started on your conference craft.

Session 1: Software Miscellany or Connecting Better with your PC or Mac with Pierke Bosschieter (50 minutes)

Most days we use indexing software, MS Word, and maybe a task manager or bookkeeping program. But does it end there? Could you be more productive if you had a good note-taking app to keep notes on indexing and the subject matter you usually work with? Have you automated your backup system? Different brands of PDF software have different perks and drawbacks, but which one best fits your workflow? A publisher you worked with ten years ago is contacting you again. Can you quickly find your email correspondence from 2014? Having trouble calculating a good quote? There's software to assist you with that too. Do you have a good timekeeping system to check if your estimates are accurate?

There's a lot of good software out there and some of it isn't expensive or difficult to use. This presentation has suggestions about what's possible and where to look. The goal is to give you ideas to make the non-indexing elements of your business more productive and manageable.

Pierke Bosschieter *has been indexing since 2005. She specializes in scholarly books on the three Abrahamic religions and Middle Eastern studies. She's a coordinator of ICRIS and on the editorial board of The Indexer. A driving force behind NIN, she mentors beginning indexers and works to raise awareness of indexing in the Dutch publishing industry.*

Session 2: A Worthwhile Pursuit?: Embedded Indexing Today and in the Future with Enid L. Zafran and Stephen Ullstrom (50 minutes)

Embedded indexing is here to stay, but are indexers embracing it? Enid Zafran and Stephen Ullstrom survey a range of active indexers to get a feel for the current state of embedded indexing. Why are indexers choosing—or not—to offer embedded indexing services? What are the benefits to your business, and what are the pitfalls? How can embedded indexing be improved? What does the indexing future look like? Enid and Stephen consider these questions and more, providing insights on this indexing niche.

Stephen Ullstrom *is an award-winning indexer living in Edmonton, AB, and the author of* Book Indexing: A Step-by-Step Guide.

Enid L. Zafran *started indexing in 1975 and presently runs her full-time business, Indexing Partners LLC, in Rehoboth Beach, Delaware. In addition to running two in-house indexing departments in her career, she has written and lectured extensively about indexing. She offers a Boot Camp for newer indexers and has trained more than 100 indexers in 40+ years. Her business specializes in indexing scholarly texts in the fields of law, art, social sciences, history, politics and international relations, literary criticism, philosophy (ugh!), and religion. She is also a founding member of the Institute of Certified Indexers.*

Movement Session with Carol Fellowes (30 minutes)

YogEvolve is an everchanging movement practice that invites students to be curious and interested in how they are able to move. Through exploration, they find mobility, strength, and balance in their everchanging, unique bodies. With an emphasis on joint mobility, we playfully find the elements of yoga poses, break them down, then build them up again to arrive prepared with the nervous system and breath as happy collaborators.
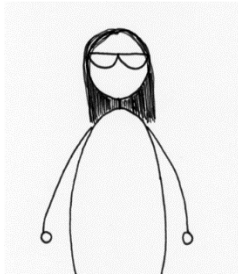
Carol Fellowes *believes we are born to move and are all unique movers who learn in different ways. Life is too short to keep ourselves small. With movement, we become more expansive, resulting in bigger, richer lives. With a connection to the nervous system and breath, we become grounded and focused.*

Mid-way Break (60 minutes)

Time to step away from the screen, have some tea, grab a bite, and rest your eyes!

Session 3: Connections Between Qualitative Research and Indexing with Iva Cheung (50 minutes)

Qualitative research methods like thematic analyses use a process that has striking similarities with indexing. Qualitative researchers often use software to track themes and understand the relationship between themes they've identified. These programs include NVivo and Quirkos, and although they may be overkill for most indexing projects, some of their features could be interesting to indexers. This presentation will include a brief overview of qualitative research and its overlap with indexing techniques and a demonstration of qualitative software features that indexers may find interesting or useful.

Iva Cheung *is a cookbook indexer, Certified Professional Editor, plain language trainer, and mental health policy researcher. She uses qualitative analysis methods in her research and serves on the Plain Language Technical Committee for Accessibility Standards Canada. Find her at www.ivacheung.com.*

Themed Discussions (50 minutes)

Join one of six breakout rooms, each focused on a specific topic, where you can meet colleagues with similar interests and talk about issues related to the topic.

*Our technical coordinator will provide instructions on how to join the rooms.

Session 4: Connecting from Afar: How to Travel Joyfully While Running a Thriving Indexing Business with Alexandra Peace and JoAnne Burek (50 minutes)

Do you dream of visiting new places but worry about taking time away from work? Is your family pressing you to take a vacation, but you don't want to give up an indexing job? Do you yearn to travel to an in-person conference and stay for an extended visit, but feel too overwhelmed to commit?

Alex and JoAnne have years of experience combining work and travel, and they will share their best tips and strategies. After this session, you'll be equipped to research, plan, and execute a rewarding and fulfilling trip while still earning your freelance income.

JoAnne Burek *splits her time between freelance indexing, helping businesses with their websites and marketing strategies, and volunteering for four organizations. Being able to work remotely is her delight and priority. Whether it's housesitting for her sister in the Rocky Mountain foothills or living like a local for a month in northern Portugal, she brings her work with her and keeps in near-constant touch with clients and colleagues.*

Alexandra Peace *has worked, parented three children, become an indexer, volunteered as president of ISC/SCI, and now, finally, has reached a stage where she can travel with her work!! Alex has spent time in Canada (City of Québec), Scotland (Glasgow), Australia (Narara, north of Sydney), and Spain (Mojácar and Barcelona) and is heading to England this year.*

End-of-Day Remarks (15 minutes)

After Party: Show-and-Tell and Informal Chatting (....as long as it goes!)

Time to show your fellow conference goers your progress on your craft! Then keep the conversation going for as long as you like! We once all stayed online for another 4 hours...

Program: Saturday, June 1, 2024

Welcome by Maggie Billard and remarks from ICRIS Representative Caroline Diepeveen (15 minutes)

Meet Your Colleagues: Virtual Stitching Circle (15 minutes)

You'll be randomly placed in a breakout room with about five other people and switched every five minutes, to show off how much work you've done on your conference craft project.

Session 5: I Want to Be an Indexer When I Grow Up with Larry D. Sweazy (50 minutes)

"Most indexers didn't plan to become an indexer. They were librarians, editors, or writers, and filled a need. Starting out is scary. Building a practice is challenging. Maintaining a long career is the stuff dreams are made of. But it's possible. I started from humble beginnings, found my way into the arts as a matter of survival, and through my storytelling and puzzle skills, fell into an indexing career that has lasted much longer than I ever thought it would. If I can do it, so can you."

Larry D. Sweazy *is a multiple award-winning author of 20 books: mysteries, short stories, and Westerns. He has also maintained successful indexing practice for twenty-six years and indexed more than 1050 books. Information about Larry's work can be found at* larrydsweazy.com.

Session 4: Authors Amok!: Indexing Multi-Authored Texts with Enid L. Zafran (50 minutes)

This session looks at the challenge of indexing texts where each chapter has a different author. This occurs in textbooks, conference proceedings, museum catalogues, and other works. It's a quick and easy way to get a book out—but it's not so quick and easy to get out an index! Enid will provide examples of issues and solutions that will save you time and headaches when you tackle a multi-author book. Special attention will be given to vocabulary control, name problems, double posting, and cross-referencing as well as strategies for working efficiently.

2nd Movement Session with Carol Fellowes (30 minutes)

YogEvolve is an everchanging movement practice that invites students to be curious and interested in how they are able to move. Through exploration, they find mobility, strength, and balance in their everchanging, unique bodies. With an emphasis on joint mobility we playfully find the elements of yoga poses, break them down then build them up again, to arrive prepared with the nervous system and breath as happy collaborators.

Mid-way Break (60 minutes)

Time to step away from the screen for a cup of tea, a bite to eat, or maybe a quick nap!

Quiz (60 minutes)

While taking a break from sessions to shake up the monotony of the screen, groups will rack their brains to answer obscure—and not so obscure—trivia questions. Winners will receive bragging rights. The questions will be sent in a PDF via the chat. You'll be placed in a group of four or five people by our technical coordinator. Groups will have 15 minutes to answer the questions. Then we'll come back to find out the answers as a group. We'll do that twice!

No cheating! 😊

Session 7: Advocating for Indexing: A Guided Discussion with Iva Cheung (50 minutes)

What can we do to advocate for indexers and for indexing as a profession? How can we insert our presence into policy making to raise awareness of the benefits and necessity of indexing as a tool of democracy, history, and accessibility? What strategies can we use as a group to improve our tools and working conditions? This presentation looks at how indexers have contributed their experience and perspectives to increase respect and opportunities for indexing and ends with a guided discussion about what we can do to build on that work.

Ewart-Daveluy Award Presentation (30 minutes)

Virtual Stitching Circle Show and Tell & Wrap Up (30 minutes)

Show us what you've created during the conference! There won't be a winner, but we'll make sure everyone gets to show off what they've done and take pictures for the Bulletin.

After Party: Informal Chatting (....as long as it goes)

Meet up one final time with your new and long-time friends from across the country, continent, or globe and chat about indexing...or whatever!

Timetable: Thursday, May 30, 2024

	Vancouver BC (Pacific)	Edmonton AB (Mountain)	Toronto ON (Eastern)	Halifax NS (Atlantic)	London UK UTC+1	Berlin DE UTC+2	Melbourne AU UTC+10
Speed Networking for New Indexers							
Session Begins	10:00 am	11:00 am	1:00 pm	2:00 pm	6:00 pm	7:00 pm	3:00 am
After Party	11:30 am	12:30 pm	2:30 pm	3:30 pm	7:30 pm	8:30 pm	4:30 am
Software Sessions – Tips & Tricks (5 minute break between sessions)							
Index Manager (Pilar Wyman and Katarina Munk)	10:00 am – 10:45 am	11:00 am – 11:45 am	1:00 pm – 1:45 pm	2:00 pm – 2:45 pm	6:00 pm – 6:45 pm	7:00 pm – 7:45 pm	3:00 am – 3:45 am
Word (Barry Campbell)	10:50 am – 11:35 am	11:50 pm – 12:35 pm	1:50 pm – 2:35 pm	2:50 pm – 3:35 pm	6:50 pm – 7:35 pm	7:50 pm – 8:35 pm	3:50 am – 4:35 am
Cindex (Maria Sullivan)	11:40 am – 12:25 am	12:40 pm – 1:25 pm	2:40 pm – 3:25 pm	3:40 pm – 4:25 pm	7:40 pm – 8:25 pm	8:40 pm – 9:25 pm	4:40 am – 5:25 am
Sky (Judi Gibbs)	12:30 pm – 1:15 pm	2:30 pm – 2:15 pm	3:30 pm – 4:15 pm	4:30 pm – 5:15 pm	8:30 pm – 9:15 pm	9:30 pm – 10:15 pm	5:30 am – 6:15 am
After party	1:15	2:15 pm	4:15 pm	5:15 pm	9:15 pm	10:15 pm	6:15 am

Timetable: Friday, May 31, 2024

Program Section	Vancouver BC (Pacific)	Edmonton AB (Mountain)	Toronto ON (Eastern)	Halifax NS (Atlantic)	London UK UTC+1	Berlin DE UTC+2	Melbourne AU UTC+10
Welcome	7:00 am	8:00 am	10:00 am	11:00 am	3:00 pm	4:00 pm	12:00 am
Meet Your Colleagues	7:15 am	8:15 am	10:15 am	11:15 am	3:15 pm	4:15 pm	12:15 am
Session 1: Pierke Bosschieter	7:30 am	8:30 am	10:30 am	11:30 am	3:30 pm	4:30 pm	12:30 am
Session 2: Enid Zafran and Stephen Ullstrom	8:30 am	9:30 am	11:30 am	12:30 pm	4:30 pm	5:30 pm	1:30 am
Movement Session: Carol Fellowes	9:30 am	10:30 am	12:30 pm	1:30 pm	5:30 pm	6:30 pm	2:30 am
Break	10:00 am	11:00 am	1:00 pm	2:00 pm	6:00 pm	7:00 pm	3:00 am
Session 3: Iva Cheung	11:00 am	12:00 pm	2:00 pm	3:00 pm	7:00 pm	8:00 pm	4:00 am
Themed Discussions	12:00 pm	1:00 pm	3:00 pm	4:00 pm	8:00 pm	9:00 pm	5:00 am
Session 4: Alex Peace and JoAnne Burek	1:00 pm	2:00 pm	4:00 pm	5:00 pm	9:00 pm	10:00 pm	6:00 am
End of Day Remarks	2:00 pm	3:00 pm	5:00 pm	6:00 pm	10:00 pm	11:00 pm	7:00 am
After Party	2:15 pm	3:15 pm	5:15 pm	6:15 pm	10:15 am	11:15 pm	7:15 am

Timetable: Saturday, June 1, 2024

Program Section	Vancouver BC (Pacific)	Edmonton AB (Mountain)	Toronto ON (Eastern)	Halifax NS (Atlantic)	London UK UTC+1	Berlin DE UTC+2	Melbourne AU UTC+10
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Meet Your Colleagues	7:15 am	8:15 am	10:15 am	11:15 am	3:15 pm	4:15 pm	12:15 am
Session 5: Larry Sweazy	7:30 am	8:30 am	10:30 am	11:30 am	3:30 pm	4:30 pm	12:30 am
Session 6: Enid Zafran	8:30 am	9:30 am	11:30 am	12:30 pm	4:30 pm	5:30 pm	1:30 am
Movement Session: Carol Fellowes	9:30 am	10:30 am	12:30 pm	1:30 pm	5:30 pm	6:30 pm	2:30 am
Break	10:00 am	11:00 am	1:00 pm	2:00 pm	6:00 pm	7:00 pm	3:00 am
Quiz	11:00 am	12:00 pm	2:00 pm	3:00 pm	7:00 pm	8:00 pm	4:00 am
Session 7: Iva Cheung's Town Hall	12:00 pm	1:00 pm	3:00 pm	4:00 pm	8:00 pm	9:00 pm	5:00 am
Ewart-Daveluy Award	1:00 pm	2:00 pm	4:00 pm	5:00 pm	9:00 pm	10:00 pm	6:00 am
Virtual Stitching Circle Show-and-Tell & Wrap Up	1:30 pm	2:30 pm	4:30 pm	5:30 pm	9:30 pm	10:30 pm	6:30 am
After Party	2:00 pm	3:00 pm	5:00 pm	6:00 pm	10:00 pm	11:00 pm	7:00 am

We hope you have enjoyed the conference!