

# Newsletter

PO Box 567, Neutral Bay Junction, NSW 2089

**Next meeting: 29 April 1987**

Andrew McDonald, senior editor in the Subtitling Unit of the Special Broadcasting Service, will speak about editing subtitles and some of the issues involved in subtitling. Adrian Clayton, director of Book Production Services Pty Ltd, will also briefly talk about his project The Publisher's Pal. Place: Kirribilli Neighbourhood Centre; time: 7.00 pm. Cost of meeting: \$5.00, including wine and eats. RSVP to Cecily at 517 8999.

## Last Meeting

The last meeting was the annual general meeting, held on 25 March 1987 in the Kirribilli Neighbourhood Centre.

Apologies were received from Peter Debus, Josephine Bastian, Rex Finch, Desney Rees, Margaret Olds, Anne Nolan, Daphne Rawling and Anne Kern.

In the presence of a handful of loyal members the business of the annual general meeting was concluded most speedily and efficiently. An interposed motion by Julia Cain proposing the purchase of 'a decent corkscrew' having been passed, the resigning president, Jeremy Fisher, read out his report. He commented on the wide variety of speakers who had addressed the society's meetings during his term, and on the anguish accompanying the society's name change. He regretted having to step down from his position as president, but it was inevitable owing to the pressure of his full-time job at Harcourt Brace Jovanovich. He thanked profusely the many other committee members who had assisted him during his presidency: Maureen Colman, 'our efficient, modest and well-budgeted treasurer'; Ruth Matheson as membership secretary; Julia Cain, 'who has ably supplied us with wine'; Heather Dalton as collector of fees; Adriaan van der Weel as the new newsletter editor; Margaret Olds who, single-handedly, kept the education sub-committee functioning; and Juliet Richters, who produced the new edition of the freelance register. He also thanked those members who formed the basis of the society's regular meetings, Sue Butler, and the members of The Society of Editors (Vic), in particular Colin Jevons and Theresa Pitt. Last but not least, he thanked Bruce Champion, 'who has, as always, been a font for advice and has stoically continued to stand by the society'.

A motion by Heather Dalton to accept the president's report was seconded by Julia Cain and passed.

The treasurer, Maureen Colman, apologised for the fact that the books had not yet been audited. A full financial statement would be submitted for inclusion in the newsletter at a later date. Commenting on some of the figures, Maureen noted that the 1986 Christmas party had turned out considerably cheaper than that of the previous year—incidentally the year when the drink bill had been shared with the Galley Club. Most activities organised by the society had supported themselves, and the financial year had ended with a once again slightly increased positive balance. On the strength of this result closer scrutiny of the audited figures was obviously not thought necessary, and the treasurer's report was accepted, on a motion by Juliet Richters, seconded by Dallas Cox.

The treasurer then called for suggestions to spend some of the society's accumulated funds. Heather Dalton and Juliet Richters suggested 'a glitzy Christmas party' in an upmarket locale such as the Regent Hotel, or any other function that would provide them with a reasonable excuse to turn some Lagerfeld patterns they possessed into dresses. Adriaan van der Weel was keen on the purchase of a word-processor to lighten his task as editor of the newsletter. The desirability of a telephone number for the society was briefly discussed. The telephone could, if necessary, be manned by an answering service, and it would have the advantage of an entry in the telephone directory, which was where many people began their search for the society. No agreement was reached on any of the proposals, and the debate ended inconclusively.

Invited by the president to remark on their various duties, Ruth Matheson declared that she had no comment to make; Julia Cain commented on the quantity of mail (large) that the society received in its Neutral Bay letterbox, and noted the equal popularity of white and red wine; Adriaan van der Weel invited contributions to the newsletter.

The president then read out the report of the education sub-committee, i.e. Margaret Olds.

1986 saw a 24-week course on book editing held successfully at Waverley College of TAFE. It was divided into two segments: 1. Copy-editing procedures, and 2. The role of the editor in publishing. Nineteen people completed part 1 [of 22 enrolled]; fourteen completed part 2 [of fourteen enrolled].

The course is now in progress for 1987. We are up to week 5 of part 1, and in fact on Wednesday the 24th while you are all enjoying yourselves, we're taking in the words of wisdom of Emanuel Candi from the Copyright Council, plus moving a few commas around.

Thanks again for the support of the Editors, and especially Juliet Richters and Sue Butler who again are taking part.

Maureen Colman's motion to accept the report of the education sub-committee was seconded by Anne Sahlin and passed.

All reports having been duly accepted, a new committee was formed. There were insufficient nominations to warrant elections, and all positions were filled as nominated:

President: Juliet Richters (nominated by Jeremy Fisher; seconded by Anne Sahlin)  
 Treasurer: Anne Sahlin (Maureen Colman; Heather Dalton)  
 Minutes Secretary: Josephine Bastian (Maureen Colman; Juliet Richters)  
 Newsletter Editor: Adriaan van der Weel (Juliet Richters; Maureen Colman)  
 Committee member: Heather Dalton (Jeremy Fisher; Maureen Colman)  
 Committee member: Shirley Jones (Maureen Colman; Julia Cain)  
 Membership secretary: Jeremy Fisher (ex-officio member)  
 Freelance Register: Dallas Cox (Maureen Colman; Juliet Richters)

Juliet Richters then took over the chair from Jeremy Fisher to attend to some general business before concluding the meeting.

## Previous Meeting

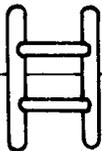
On 25 February 1987 Barry Dingley, managing director of Harcourt Brace Jovanovich Australia, spoke about takeovers in publishing. It was a timely topic, as HBJ (a medium Australian publisher, but the parent company is the third-largest US publisher) has just acquired the CBS (Holt-Saunders in Australia) educational publishing operations.

Barry spoke of the ways and means of this corporate acquisition, pausing on the way to offer some insights into the way this affected global publishing and the role of editors in publishing companies. While diplomatically refraining from making any more than peripheral comments on other notable takeovers, Barry did note that he felt takeovers were symptomatic of further belt-tightening. He felt, however, that real publishers relied on their editors to find and produce their books, and thus editors would always remain essential to the industry. Barry believed strongly in in-house editors, and stated that where freelancers were employed he would prefer them to work on the premises, so that he could be comforted by the sight of them beavering away.

## Library

The society is gradually acquiring a collection of books and other publications of interest to editors. All material is being looked after by Juliet Richters in her office at the Family

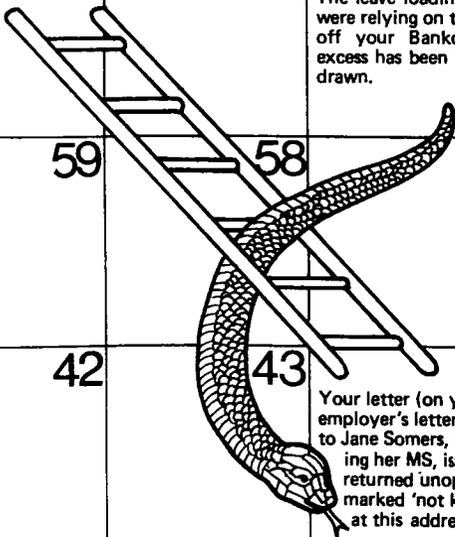
61



You are given an Apple Mac of your very own.

60

62



The leave loading you were relying on to pay off your Bankcard excess has been withdrawn.

59

58

57

56

Your Fowler has been stolen. You haven't looked anything up for years but you can't edit without him.

41

42

43

44

45

Your letter (on your employer's letterhead) to Jane Somers, rejecting her MS, is returned unopened, marked 'not known at this address'.



40

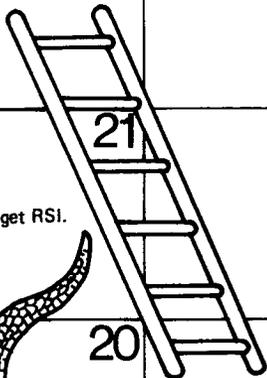
39

38

37

36

The twelve contributors to this month's issue of your magazine have produced long reference lists, each in an unfathomable personal style.



You get RSI.

21

22

23

24

25

There is a snap election, and a change of government. Your report is pulped with-out leaving the Government Printer.

20

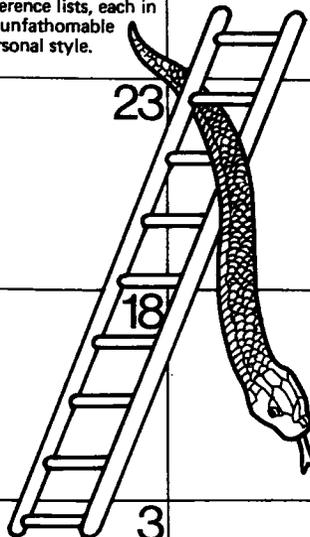
19

18

17

16

You are allowed to have another experienced professional editor.



1

2

3

4

5

Newly set up as a freelance, you are contracted to edit a long, major, government report that may lead to much more work.



66

You are asked to produce five extra newsletters a week using your new Apple Mac.

67

68

69

70

55

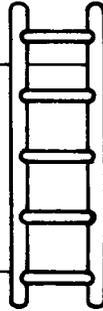
54

53

A book you edited is panned by critics who remark on the many illogicalities, poor grammar, typos and tortured prose. The author has thanked you in the acknowledgements.

52

51



46

The AJA wins an increase in your award. You are now in the next tax bracket.



47



48

49

You are appointed senior editor at the publisher of your choice. You get a secretary, a car, an expense account, a view, carpet, an inner office, and Tim Winton.

50

35

Your employer publishes lucid guidelines for accepting MSS, allocating priorities, getting approval to publish and authorising expenditure.

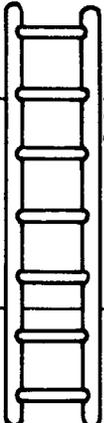
34

You leave a MS on top of a bin. You notice 2 days later. Fragments are found in the furnace. The author's dog has eaten the only other copy.

33

32

31



26

27

28

You are invited to run a one-day workshop, all expenses paid for 10 days, in Samoa.

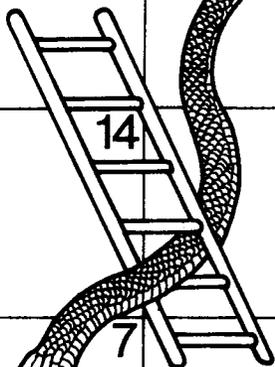
29

30

15

In an interview for the Times on Sunday, Brian Johns commends your work.

14



13

12

11

You run out of 'white-out' fluid.

6

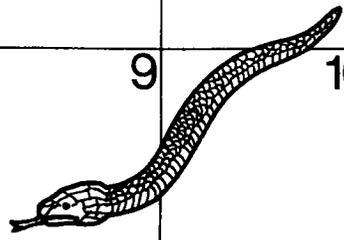
7

8

A book you edited is well received by critics. The author recorded your thoughtful contribution in the acknowledgements.

9

10



Planning Association of NSW, 161 Broadway. Juliet is happy to keep this small library accessible to members for consultation, copying or browsing. She can be contacted at the FPA on 211 0244.

The following are some recent acquisitions. The society has taken out a subscription to The Editorial Eye, a monthly newsletter published by Editorial Experts, Inc. 'focusing on publications standards and practices'. It contains useful book reviews, readers' comments, and articles on all aspects of editing/publishing. On order from the same source are two proofreading textbooks, Mark My Words and Simplified Proofreading, and Stet: Tricks of the Trade for Writers and Editors, a collection of articles and tips selected from earlier volumes of The Editorial Eye.

From another American source, the Council of Biology Editors Inc., we receive the very informative journal CBE Views since Juliet Richters, on behalf of the society, became their sixth Australian member. The CBE serves writers, editors and publishers in the biological sciences through membership services and publications. Forthcoming from the CBE are their internationally recognised style manual and Scientific Writing for Graduate Students.

## Workshop and Conferences

The Society of Editors (Vic) is organising a workshop for their members in Warburton, just outside of Melbourne, on the weekend of 15 to 17 May next. The workshop is of most interest to people with previous experience (say 2-3 years) in the publishing industry. It will cover the entire process from acquisition (including commissioning) to marketing and promotion, including costing, contracts and permissions. There will be two streams: education and general books.

The enrolment fee is \$150 for members and \$180 for non-members. This includes all sessions, meals and accommodation. Only a limited number of places are available, and enrolment is strictly on a first-come, first-served basis. Transport from Melbourne and childcare facilities in Warburton can be arranged. For more information contact Chris Dvoracek at Thomas Nelson, 03-329 5199, or Juliet Richters at the Family Planning Association of NSW, 211 0244.

Juliet Richters will be attending the Fifth International Conference of Scientific Editors, organised by the International Federation of Scientific Editors (IFSEA), held in Hamburg from 14 to 19 June next.

From 9 to 12 May the Council of Biology Editors Inc. will hold its annual meeting in Vancouver, British Columbia. A preliminary program has been drawn up, details of which may be obtained from Juliet Richters at the above telephone number.

## Opportunities

Methuen in North Ryde are looking for a full-time desk editor for their education section, with possibly some trade work also.

They want someone experienced, who can see a project through from manuscript to finished book, and who understands the relationship between art and text. Start as soon as possible. Award rates, but could be negotiable. Ring Rebecca Kaiser on 887 0177.

Graham Lyons, from Echunga, near Adelaide, is looking for an editor to look at his recently completed novel, which is about 270 pages long. Write to him at 'Glen Bold', Echunga, SA 5153.

## Committee Members

Juliet Richters (chairwoman) - 211 0244 (Family Planning Association of NSW)

Anne Sahlin (treasurer) - 467 2793 (freelance)

Josephine Bastian (minutes) - 660 7107 (freelance)

Adriaan van der Weel (newsletter) - 327 3658 (freelance)

Shirley Jones (freelance register) - 86 3927 (freelance)

Dallas Cox (freelance register) - 047-36 0228 (Nepean CAE)

Jeremy Fisher (membership) - 517 8999 (Harcourt Brace Jovanovich)

Heather Dalton (meetings) - 922 4620 (freelance)

## Change of Address

Freelance editor Jo Rudd has moved to 36 Augusta Road, Fairlight, NSW 2094. Her new telephone number is 977 1146.

# UPDATED • EXPANDED More valuable than ever.

## CBE Style Manual

Turn to *the* standard reference for the biological sciences—the *one* style manual your colleagues have depended on for over 25 years, now in its fifth edition.

This best seller includes:

- four new chapters on recent developments and trends you need to know about
- completely revised section of "Plant Sciences"
- new conventions for special fields
- PLUS: tips to make your writing more concise; a checklist for reviewers; summary of general style conventions; lists of frequently confused, misused and misspelled words and more.

CONTENTS: Editorial Conduct in Authorship and Publication • Preparing the Manuscript • Writing the Article • Proof-Style for Scientific Writing • References • Illustrative Materials • Editorial Review of Manuscripts • Application of Copyright Law • Manuscript and Print • Proof Correction • Indexing • General Style Conventions • Style in Special Fields • Abbreviations and Symbols • Word Usage • Secondary Services for Literature Searching • Thelral References with Annotations • Subject Index

If you write, edit or publish scientific articles or journals, you need your own copy of the *CBE Style Manual* in its most recent edition. Order your copy today!

It's easy to order the *CBE Style Manual*. Just indicate the number of copies you want and multiply by the appropriate price. Mail your order today!

Please send me \_\_\_\_\_ copies of the *CBE Style Manual*

(ISBN: 0-914340-04-2; clothbound; 1983; 6" x 9" ; 324 pages)

@ \$24.00 (regular price)

@ \$21.50 (CBE member price)

\$	_____
Subtotal	\$ _____
	+ _____
TOTAL	\$ _____

Maryland residents, add 5% sales tax.

**SATISFACTION GUARANTEED:** CBE guarantees your satisfaction. If you are not satisfied for any reason, return the book(s) in original condition within 30 days for credit (shipping and handling charges will be deducted).

Name \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

County \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

TERMS: CBE member price is for a single copy paid by personal check or money order. All orders must be prepaid U.S. currency drawn on a U.S. bank. Price includes book-rate postage. Add \$2 per copy for UPS delivery within continental U.S. only. Make checks payable to Council of Biology Editors, Inc.

Mail your order with payment to:  
Council of Biology Editors, Inc., Dept. A-38, 9650 Rockville Pike, Bethesda, Maryland 20814  
(301) 530-9339



Sender: Society of Editors (NSW)  
PO Box 567  
Neutral Bay Junction  
NSW 2089