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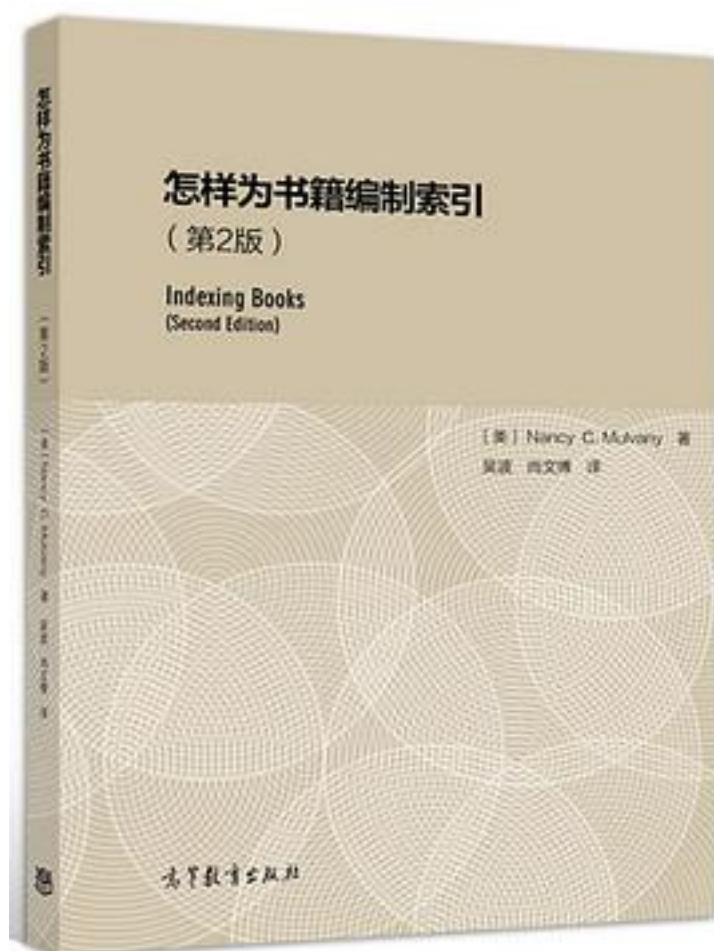
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Since 1994, Nancy Mulvany's "Indexing Books" has been the golden standard for thousands of professional indexers, editors, and authors. This long-awaited second

edition, expanded and completely up-dated, will be equally revered. Like its predecessor, this edition of "Indexing Books" offers comprehensive, reliable treatment of indexing principles and practices relevant to authors and indexers alike. In addition to practical advice, the book presents a big-picture perspective on the nature and purpose of indexes and their role in published works. New to this edition are discussions of "information overload" and the role of the index, open-system versus closed-system indexing, electronic submission and display of indexes, and trends in software development, among other topics. Mulvany is equally comfortable focusing on the nuts and bolts of indexing - how to determine what is indexable, how to decide the depth of an index, and how to work with publisher instructions - and broadly surveying, as she does here, important sources of indexing guidelines such as The Chicago Manual of Style, Sun Microsystems, Oxford University Press, NISO TR03, and ISO 999. Authors will appreciate Mulvany's in-depth consideration of the costs and benefits of preparing one's own index versus hiring a professional, while professional indexers will value Mulvany's insights into computer-aided indexing. Helpful appendixes include resources for indexers, a worksheet for general index specifications, and a bibliography of sources to consult for further information on a range of topics. "Indexing Books" is both a practical guide and a manifesto about the vital role of the human-crafted index in the Information Age. As the standard indexing reference, it belongs on the shelves of everyone involved in writing and publishing nonfiction books.

作者介绍:

Nancy C. Mulvany is a professional indexer and the owner of Bayside Indexing Service. She has taught many indexing courses and is the publisher of i-TORQUE, a newsletter for indexers.

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