

***The Chicago/Great Lakes Chapter,
a Committee of the American Society for Indexing
Presents Its 2017 One Day Fall Workshop***

Our workshops are for all indexers—new and experienced. Full of both content and discussion, these workshops will help you grow your expertise and your business plus give you the opportunity to network in a collegial environment.

Saturday, October 21, 2017

Index Structure

Fred Leise

Textbooks Indexing

Leoni McVey

Peer Review

Led by: Fred Leise, Caryl Wenzel, and Leoni McVey

Location

Hospitality Room - 44th Floor

2650 N Lakeview Avenue, Chicago IL 60614

Program Descriptions

Index Structure

***Brilliantly Structured Indexes Redux:
Another Look at Index Structure***

This workshop expands on the concepts developed in the ASI online learning course presented in the fall of 2016. Those three sessions focused on a method for creating an index structure using a top-down and bottom-up process with a TOC-based metatopic entry as the starting point.

This workshop steps back to look at index structure from a broader perspective: we will explore a number of different possible index structures, focusing on their basic units of structure, and how those fit into a standard indexing process.

Textbook Indexing

Handouts on textbook problems and solutions are used to illustrate textbook index features.

Bring all of your questions about textbook indexing to this program.

Peer Review

Long-time indexers Fred Leise, Caryl Wenzel, and Leoni McVey will review and offers suggestions for improving indexes prepared by all interested indexers. Bring 3 copies of an index you have created for a client, a class, or for your own use, and meet with each of the experienced indexers to analyze and discuss your work.

Schedule

8:30 a.m. Registration/continental breakfast
9:00 a.m. Introduction and announcements
9:15 a.m. Workshop begins
10:45 a.m. Break
12:30 p.m. Lunch
1:30 p.m. Workshop resumes
3:00 p.m. Break
4:45 p.m. Adjournment
6:00 p.m. Dinner at Basil Leaf Restaurant

Workshop Meals

A continental breakfast and a lunch are included each day with your registration fee. Pizza will be ordered for lunch from Lou Malnati's. We will have salad and a selection of pizza.

Speaker Biographies

Fred Leise

After a twenty-five year career in arts management, Fred Leise started his indexing career with the University of Chicago Publishing Program introduction to indexing course in 1993. Since 1995, he has been indexing nearly continuously (with time out for taxonomy consulting), specializing in scholarly works in international relations, cultural and political history, and landscape studies.

He is a founding member of the Institute of Certified Indexers, an instructor for the University of California, Berkeley Extension Division online indexing course, and has served several terms on ASI's board of directors, including two terms as President.

He regularly presents at both national and chapter events and has written a number of articles on various aspects of indexing for both *Key Words* and *The Indexer*. His article on Sherlock Holmes as indexer appeared in the fall 2013 issue of the *Baker Street Journal*.

Leoni McVey has indexed el-hi, college, and adult education textbooks for over 30 years for publishers, packagers, and authors. She discusses all aspects of textbook indexing and the common and unique features of

indexing at various educational levels. In addition, Leoni wrote the chapter on Textbook Indexing for *Index It Right! Volume 2* (ASI).

Caryl Wenzel is a substantive editor for American Institutes for Research. She also provides indexing services to professional organizations, publishers, and development houses. She indexes mostly textbooks, program guides, and professional resource compilations and has been a member of ASI since 1991.

Transportation

Public Transportation

Use Chicago's excellent public transportation! CTA bus routes near the event location: 151, 22, 36. [**151** bus drops you near the front door **22 & 36** are approximately 3 blocks.]

CTA Travel Planner:

<http://www.transitchicago.com/planatrip/>

METRA: If you are traveling via train, refer to schedules on www.metrarail.com or www.amtrak.com

NOTE: Bus 151 will take you directly from Union Station to location. If you are arriving at Ogilvie Station, it is a short 3 block walk to the 151 stop. 151 bus location is at Canal Street and Jackson Street. The exact location is on the map below. Go to "Union Station Transit Center."

www.google.com/maps/place/Union+Station+Transit+center/@41.8798777,-87.6404457,16.25z/data=!4m5!3m4!1s0x0:0x6761449674f7572!8m2!3d41.8779554!4d-87.6398904

Taxi fare from Union or Ogilvie stations is approximately \$15. UBER/LYFT car services vary in price. Check their app for an estimate.

Are You Driving?

Use mapquest.com or googlemaps.com to obtain driving directions from your location.

PARKING: Complimentary underground self-parking is available with a validation sticker, obtained at registration.

Hotel Information

This workshop will not be held at a hotel. If you require accommodations, please contact Denise Alberts (denise@denisealberts.com) for suggestions.

Evening

We will be having an informal dinner at Basil Leaf restaurant. This will be a great time to discuss the workshop, socialize with attendees, and wind down. This is an excellent networking activity and an opportunity to meet and greet, catch up with old friends, and make new friends in a relaxed atmosphere.

Reservations are at 6:00pm at Basil Leaf Restaurant. It is a short walk from the workshop location: 2465 N. Clark Street, Chicago 773-348-7243. www.basilleaf.com

Other

If you have any questions, please write to chicagogreatlakes@asindexing.org.

Registration

Registration is for the entire day. Payment is accepted via check only. Please complete registration form (next page), and return to us via mail.

Make checks payable to the **Chicago/Great Lakes Chapter** and mail to the workshop registrar:

Denise Alberts
PO Box 10514
Chicago IL 60610

Cancellation Policy

Registrations may be cancelled until October 17; refunds will be made less a 10% processing fee prior to October 10 and a 30% processing fee between October 11 and October 17. After October 17, no refunds are possible.

ASI Members

Registration received by October 9: \$100
Registration received by October 16: \$120

Non-ASI Members

Registration received by October 9: \$110
Registration received by October 16: \$130

There is a full day of content. A continental breakfast and lunch are included. (The evening dinner is *not* included in your registration fee.)

Registration Form

Please Print Clearly, or Type Your Entries

Name:	
Address:	
City / State / ZIP:	
Telephone:	
Email address:	

Please indicate your desired pizza toppings for lunch: (a tossed salad will be ordered for all)

<input type="checkbox"/>	cheese only
<input type="checkbox"/>	sausage and cheese
<input type="checkbox"/>	pepperoni and cheese
<input type="checkbox"/>	sausage, pepperoni and cheese
<input type="checkbox"/>	vegetarian
<input type="checkbox"/>	
<input type="checkbox"/>	stuffed
<input type="checkbox"/>	thin crust
<input type="checkbox"/>	
<input type="checkbox"/>	gluten free

Do you have any dietary restrictions?

Please indicate if you plan to attend the optional evening dinner: _____

Note: the cost for dinner is not included in registration

Are you an ASI member?

YES	<input type="checkbox"/>	<input type="checkbox"/>	NO	<input type="checkbox"/>
------------	--------------------------	--------------------------	-----------	--------------------------

Amount Enclosed:	\$
------------------	----

Send form via mail to: Denise Alberts, PO Box 10514, Chicago IL 60610

Make checks payable to the **Chicago/Great Lakes Chapter**
