



... the word

Newsletter of the Society of Editors (SA)

ISSN 1833-3796

September – October 2013

Next meeting

Thursday 17 October, 6.00 pm

SA Writers' Centre
2nd Floor, 187 Rundle Street, Adelaide
Access is via the stairs from Rundle Street or by lift accessible through Café Brunelli.

Be informed and get involved!

6.00pm – **Information session on the IPEd review and the national vote** by members on 30 November 2013.

Fundamental changes are being planned to enable our national organisation, the Institute of Professional Editors, to achieve its aims of representing the profession of editing in Australia. Please read the papers circulated via email by Miranda Roccisano last week before the session.

Followed by:

7.00pm – **Food and drinks**, and **Honorary Life Membership conferral** on foundation member **Celia Jellett**. Please join us for this special ceremony.

And there's more – Editors Book Club

7.30pm – **Special guest reader Sue Fleming**, Coordinator of the Professional Writing program at the Adelaide College of the Arts, will tell us about her book-reading habits and preferences. We'd then like you to share your favourite book (or not) with us, or just listen to others' book reports.

So that we can cater appropriately, **please register your attendance** for either or both sessions as soon as possible at <http://editorssaOctober2013.eventzilla.net>. Forward any questions you may have about this meeting to rsvp@editors-sa.org.au.

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Have you renewed your membership?

If you have, many thanks! If not, please don't leave it too late or you'll find yourself dropped from the email list and we won't be able to remind you anymore.

Information about membership is available on the society's website (<http://www.editors-sa.org.au/Membership.aspx>).

Please deposit the relevant fee directly to: ANZ, BSB: 015 056, account no: 692030066 and email details of your payment and your name to the treasurer (SATreasurer@editors-sa.org.au) and the membership secretary (membership@editors-sa.org.au).

If you cannot make a direct deposit, please send a cheque or money order, payable to 'Society of Editors (SA)', to:

Society of Editors (SA)
PO Box 2328
Kent Town SA 5071

Next workshop

Project management for editors

Presenters: Karen Disney, DE and Kathie Stove ELS, DE

When: Saturday 9 November 2013

Time: 1.30 pm – 4.45 pm (includes afternoon tea)

Where: SA Writers' Centre, 2nd floor, 187 Rundle Street, Adelaide

Karen Disney and Kathie Stove have both managed the editing services for large projects such as environmental impacts statements and state budgets. Together they present a workshop that looks at project management for editors – role, scope, people, timeline, budget, quality control, communications, risks and the paperwork.

They draw on examples from their own experiences and set scenarios for groups of participants to grapple with. Be prepared to put your thinking cap on and work hard.

Numbers are limited to 20, so please register at as soon as possible. Registrations can be made online at <http://november2013workshop.eventzilla.net/> or by returning the following Registration form to rsvp@editors-sa.org.au

The presidential word

Marianne Hammat

This is my first term as President of the Society of Editors (SA) and my first 'Presidential Word'. I have been a member of the society since I moved to South Australia in 2001 and joined the committee two years ago, thanks to some smooth talking on the part of our immediate past president. And it did take some talking, because I had not thought that I would have much to offer the committee. It has, however, been a wonderful opportunity to develop professionally and to forge friendships with some remarkable editors. I am honoured by their faith in appointing me President and I hope to do the role justice.

I will be helped by the work of the past committee and I would like to thank our immediate Past President, Loene Doube, for her commitment and dedication to the task, in particular for leading the committee through:

- the survey of our members which has informed the work of the committee and helped to focus our program on the needs of our members
- the national review of editing standards; the culmination of this work – the second edition of *Australian standards for editing practice* – was launched at the IPEd national conference in April 2013 and is available from the IPEd website
- the strategic planning for our state society that the South Australian committee undertook at the start of this year, which will make my role easier.

Loene has also supported the work of our IPEd representative through the review of the structure of our national body, the Institute of Professional Editors. The aim of this review is to produce a sustainable model for a more effective national body. I urge you to attend the extraordinary general meeting from 6 pm on Thursday 17 October to learn about this review and put your views.

I would like to thank the committee members who have decided to continue on the 2013–14 committee for their ongoing support of the society. And to thank those who have decided not to continue on the committee but who have given their time and dedication over a number of years: Diane Brown, Celia Jellett, Ray Simonovic, and Michael Vnuk. In the last five years, Michael, in particular, has done many things to support the work of the committee and his contribution will be sorely missed. He has held the role of membership secretary and, most recently, was our esteemed newsletter editor.

I hand you over now to our new newsletter editor, Adam Jarvis – who, of his own free will – has taken on the daunting task of editing a newsletter for editors. Welcome Adam, we look forward to your contribution over the coming months.

From the new editor

Adam Jarvis

As mentioned above in Marianne's *Presidential Word*, I have taken the plunge and assumed the role of newsletter editor. I only realised how daunting this task

might be when outgoing editor Michael Vnuk, in a handover meeting, jokingly suggested that no-one else was interested in the job because they were too scared! And when my darling wife said, "Are you insane?"

Anyhow, I will do my best to maintain the excellent standard that Michael has set. The support and encouragement I have had from our outgoing President, Loene, and especially that of newly elected President Marianne has been fantastic.

I also join Marianne in saying a very heartfelt 'thank you' to Michael for all his hard work in pulling together this publication for the last two years (along with his many other contributions to the society), now knowing what it entails. I also thank him for his extremely diligent and thorough handover – though I guess anyone who knows him will not be surprised by this. Further, his contributions herein, along with many ideas for content have been invaluable.

On this note, please feel free to provide any feedback you have about this newsletter, pieces to be considered for publication or any ideas at all by emailing me at newsletter@editors-sa.org.au.

This is *your* newsletter, so please be proactive and get involved. Any news you have to share or stories you have to tell will be most welcome. As editors, surely you are all bursting to 'release your inner writer' and strut your stuff? This is your opportunity!

Next editors' lunch – Kangaroo Island

Sunday 3 November, 12.30 pm

Our editors' lunches have moved around (eg Stirling, Henley Beach, Prospect) because editors are scattered about. The next lunch will be on Kangaroo Island, as two of the society's members, Karen Disney and Kathie Stove, live on the island.

Lunch: 12.30 pm

Chapman River Cellar Door, Antechamber Bay

Platters of local produce are their specialty. Also available: wine, desserts, coffee, tea, etc.

The venue is less than 30 minutes by car from Penneshaw, but transport will be arranged.

Children can use the playground. And in the **afternoon**, we're all invited to Karen Disney's house in Penneshaw for tea or coffee.

The date has been chosen to coincide with a **monthly market day (the Kangaroo Island Farmers' and Community Markets in Penneshaw**, a 5-minute walk from the Penneshaw ferry terminal) to provide something you might like to do before lunch and to take advantage of the cheaper fares.

SeaLink offers a special one-day return fare on market days: \$36 per person or \$18 for some concessions. Please note that the fare is only for the 10 am ferry to Penneshaw, and you have to book to go back on or before the 5.30 pm ferry. The ferry trip takes about 45 minutes.

The ferry leaves from Cape Jervis, about 2 hours' drive from the Adelaide CBD, and parking is available near the terminal. You must be at the ferry terminal at

A day at Hansard: What does a Hansard reporter do?

Leanne Barrie and Adele Walker
26 August 2013

Michael Vnuk

Two of our members, Leanne Barrie and Adele Walker, discussed their work for Hansard in the South Australian parliament for the August meeting. It was not quite the 'secret world' that Pamela Ball alluded to in her introduction of the speakers, but there are certainly some misconceptions about Hansard that Leanne and Adele dispelled, and many specific procedures and conventions that they mentioned.

As many of you will know, Hansard is the name given to the official report of the debates and proceedings of a parliament, and the name derives from Thomas Curson Hansard, an early printer and publisher of transcripts of the British parliament. In South Australia, Hansard is produced by a section of the parliament.

The first major misconception is that Hansard reporting is verbatim reporting. Although court reporting is much closer to verbatim reporting (for fairly obvious reasons), Hansard reporting is not. According to the website of the parliament of South Australia, which Leanne quoted:

Hansard is not a verbatim report of what is said but, rather, it is an accurate representation of speeches and statements devoid of redundancies, obvious grammatical errors, slips of the tongue and factual errors.

This description indicates a few areas where Leanne and Adele use their editing skills in tidying, correcting and tightening the transcripts. A simple example Leanne mentioned was that if a speaker uses the word *very* many times, eg *very, very important*, then only one *very* will be kept. The reporters also have to convert speech – which is not always in well-formed sentences – into readable material.

The second major misconception is that Hansard reporting begins with shorthand or stenography. Although this was true in the past, these days parliamentary proceedings are recorded. Hansard reporters still have to convert the recording into text, but they can use a variety of methods. For instance, Leanne listens to the recording and types what she hears, whereas Adele listens and repeats it into speech-to-text software and then corrects the text, because, as we all know, transcription software is never perfect.

Another reason for not relying entirely on transcription software is that the reporters need to add much information, especially who is speaking, and to insert various codes and metadata. The extras make Hansard more usable. Hansard is available on paper and now on the internet. In South Australia, the Daily Hansard is available on the internet after 4 pm of the day following the sitting. A variety of search modes are available, such as via date, member or portfolio, and the

entire Hansard of the last 20 years can be searched for a word or phrase.

So, if the proceedings are being recorded, what do the reporters actually do? When they sit in the chamber, they note down who is speaking and the first few words of what each speaker says. This helps with the later transcription.

There are a couple of obvious problems with this process. Firstly, you have to know who is who. Fortunately, the members of parliament sit in the same place and the Hansard reporters are given photos and a plan of the seating arrangement. However, it still takes a while to get used to everyone, as there are 47 seats in the House of Assembly and 22 seats in the Legislative Council. (It must be harder to keep track of MPs in, say, the 150-seat House of Representatives in Canberra.)

The second problem is that members interject. Hansard reporters are usually only required to record the words of the nominated speaker; anything else is 'out of order'. They often record something like 'Members interjecting', but the words and the speaker's name become required if the nominated speaker or the Speaker of the chamber responds to the interjection. In the printed Hansard, the convention is that a nominated speaker will be named in all caps, and any interjectors will be named with initial caps only.



Leanne Barrie and Adele Walker (right) explain Hansard
Photo: Ray Simonovic

A third problem is less obvious. If you're listening for who is speaking or interjecting and recording their first words, then you can't listen to the content in detail. If you do, you'll probably lose your place. Leanne and Adele gave us a demonstration. Everyone was given a sheet on which to report the two of them talking. However, only the person standing was a 'nominated speaker'; the seated person was an 'interjector'. Leanne and Adele stood up and sat down several times and also interjected. I was very quickly bushed and, from the comments and exclamations of audience members, I was not alone in finding the task difficult.

Reporting is hard, which is why the reporters work on a turn of five minutes – yes, only five minutes – in the chamber, listening and taking notes. Then they go off and transcribe that five minutes' worth, edit it and pass it to the Hansard editors, before going back to the chamber for their next turn in about 30 or 40 minutes, depending on how many reporters are on duty.

Transcription is helped by the use of templates and macros to automate many steps. The editing involves lots of checking, especially of names, quotations and facts. A reporter can ask a runner to take a slip of paper to a speaker to ask for more details, and the internet and other references are available back in the office. Editors in the Hansard section check the reporters' work, using their extensive in-house style manual.

The Hansard section has 16 reporters, several editors, IT people, runners, casual reporters, and more. Leanne joined Hansard about ten years ago (after being an English teacher and a law librarian). She now works full-time and does more of the editing tasks. Adele has worked in Hansard for over three years in a part-time capacity (0.7), and does other editing work in her free time. However, she prefers small and non-urgent editing jobs, because when parliament is sitting her hours could be long; sometimes parliament sits till after midnight.

Hansard also records the proceedings of parliamentary committees. This work differs from the usual work because there is less time pressure, non-parliamentarians are involved, and sometimes the committees travel for hearings away from Adelaide.

I got the impression that Leanne and Adele both like their job. Yes, sometimes the work is intense, but there is time off and some flexibility in hours. Although the work can be tedious and low-level at times, they are using their editing and other skills in many ways.

For a discussion of the federal Hansard, which is very similar, see the transcript of a Lingua Franca program from Radio National:

<<http://www.abc.net.au/radionational/programs/linguaf Franca/word-for-word/3053706>>.

I dreamed of Africa

Valerie Williams



Meet the locals

Photo: Valerie Williams

As editors we know the power of the written word, but it is truly amazing where 25 words or less can take you. Late last year, with my 25-word competition entry, I won a travel voucher. Suggestions were plentiful, but I remembered a dream cherished since I saw the film *Hatari* at five years of age. I wanted to go to Africa.

So it was that in early May 2013, I flew from Adelaide via Dubai and joined the group in Nairobi. With local crews, we travelled by 'truck' overland for five weeks in seven countries: Kenya, Tanzania, Malawi, Zambia, Zimbabwe, Botswana and South Africa. My first

adventure was a full-day game drive in the Ngorongoro Crater, Tanzania. By 10.30 am, we'd seen the first four of the big five (lion, rhino, Cape buffalo, elephant and leopard). In nine game drives across three countries I saw thousands of animals, hundreds of species and experienced unforgettable wildlife encounters.

In Stonetown, after testing our knowledge of spices at a spice farm, we felt the horror of the slave chambers beneath the church built on the site where many of the 600,000 people who left Zanzibar as slaves were auctioned into slavery. Respecting the Islamic culture, we explored the Arabic architecture of the narrow streets and tasted the foods and drinks on offer at the night market.

My first experience of the sight and sounds of Victoria Falls, 'the smoke that thunders', was from a boat cruise on the Zambesi River when staying in Zambia. After game drives and camping in Chobe National Park, Botswana, I visited the falls from Zimbabwe and felt their spray from the 19 different vantage points across the whole kilometre of their breadth.

I had a taste of seven different countries: with significant economic, social and political differences, varied landscapes and amazing vistas, ranging from Aussie outback to tropical lushness, views of Mt Kilimanjaro, the beaches of Zanzibar, the expanse of Lake Malawi and the Panorama route in South Africa.

I felt that the excitement of Africa springs from the energy and vitality of the people. Everywhere, people were working, tending garden plots, running small businesses, digging ditches and building roads with picks and shovels. No herd of goats, cows or donkeys was left unguarded with very young, attentive herders in attendance. Elsewhere, the vast majority of children emerged from village huts and town shacks in immaculate uniforms on their way to school.

Another highlight was the splendid isolation of four nights in the Okavango Delta. We travelled for four hours, two of which were in a *mokoro* (canoe), with local polers to an island, surrounded by the waters and reeds of the delta. The polers, who were our guides, taught us bush lore as we walked among wild animals. As we sat together by the fire on our last night, the polers gave us the gift of their songs, dances and riddles.

Now, when I dream, the images, flavours, friends and vistas are real as I remember and look forward to my next adventure in Africa.



Camilla, Valerie and Coco

Photo: Valerie Williams

2013–14 Committee

At the first meeting of the 2013–14 committee, members determined who would do what:

President: Marianne Hammat

Vice President: Birgitt Olsen

Treasurer: Marianne Hammat

Membership Secretary: Adele Walker

Minute Secretary: Jane Oliver

IPEd Representative: Susan Rintoul

IPEd alternate representative: Loene Doube

Accreditation Board Representative: vacant

Program Sub-committee: Pamela Ball, Dani Cash, Birgitt Olsen, Adele Walker

Communications Sub-committee:

Adam Jarvis (newsletter)

Katy McDevitt (social media)

Andrea Rankin (website coordinator)

Miranda Roccisano (member emails)

General member: Denny Rosey.

Thank you all for your commitment and I look forward to a productive year ahead.

IPEd Accreditation Board Representative

The 2013–14 committee has been unable to find a delegate to take on this role of SA Representative for the IPEd Accreditation Board. It is a very worthwhile position and brings you into contact with editors around the country. So if you are already accredited (because once you have been on the Board you cannot sit the exam — you know too much!) and think that you might be interested, please contact me to talk about what's involved.

Marianne Hammat sapresident@editors-sa.org.au

Accreditation Renewal

Accreditation through IPEd lasts 5 years, after which accredited editors (AEs) must apply to have their accreditation renewed. For the first AEs, accredited in 2008, renewal is due in late 2013. Applications must be submitted between 30 September and 31 December 2013. For further information and details of how to apply, go to the IPEd website:

http://iped-editors.org/Accreditation/Renewal_of_accreditation.aspx

Next accreditation exam

The next accreditation exam will be held on **Saturday 3 May 2014**. Further information is available on the IPEd website and the Society of Editors (SA) will hold a workshop for prospective candidates in Adelaide early next year.

Society of Editors (SA)

Mail: PO Box 2328, Kent Town SA 5071

Website: <www.editors-sa.org.au>

Email: <eds@editors-sa.org.au>

Facebook: <www.facebook.com/SocEdsSA>

Twitter: @SocEditorsSA

For further information about the society, contact:

President, Marianne Hammat
<SAPresident@editors-sa.org.au>

Treasurer, Marianne Hammat
<SATreasurer@editors-sa.org.au>

Membership Secretary, Adele Walker
<membership@editors-sa.org.au>

Membership

To join the society, go to:

<www.editors-sa.org.au/Membership.aspx>.

Full membership of the society is open to anyone who is engaged professionally in any aspect of editing for publication, on a full-time or part-time basis, or who has had such experience in the past. **Associate** membership is open to any interested person.

Subscription fees are due on 1 July each year, and cover the 12 months until 30 June in the next year. The annual fees are below. Rebates are available to those studying full-time in a recognised editing or related course, or living over 50 km from the Adelaide GPO.

\$95, full membership

\$60, associate membership

If you have an enquiry about your membership status, send an email to: <membership@editors-sa.org.au>.

Freelance register

The freelance register is available at: <www.editors-sa.org.au/Find_an_editor.aspx>.

Full membership is required for inclusion. The fee is \$65 per year and the entry is displayed during the society's membership year. More information and a form are at <www.editors-sa.org.au/Membership/Freelance_register.aspx>.

General meetings

General meetings are open to all members, prospective members and guests and are held (unless otherwise indicated) in the Seminar Room of the SA Writers' Centre, 2nd Floor, 187 Rundle Street, Adelaide.

Newsletter

The society's newsletter, ... *the word*, is issued six times a year. It is emailed to members. After a few months, each issue also becomes publicly available on the website.

Send news, reviews, letters or comments to:

Editor, Adam Jarvis <newsletter@editors-sa.org.au>.

Or send to the society's PO box (listed above).