scribe electronic media. It is generously illustrated with home pages that emphasize one or many points. The Uniform Resource Locator (URL) is clearly visible in each case, so one can go directly to the site. Appendix A is devoted to online resources that give information about the Internet, sources of software for Internet and Web use, HTML guides and software, and ways of announcing a new Web site.

As you work on developing and maintaining a Web site, you will undoubtedly turn to other, more comprehensive guides, but you won’t find any better source for getting started.

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Indexing from A to Z is a comprehensive text on a subject which the author readily admits “does not come naturally, like breathing” (p. xxiii). With this text, he has created a useful tool designed to assist indexers at all levels, from novice to expert. This is the second edition of a book that was first published and very positively reviewed in 1991. In this edition the author has accommodated the many changes that have taken place in indexing rules and standards since 1991. He has also incorporated suggestions from reviewers and users, adding and expanding sections.

The author’s intent is to provide indexing information and assistance to as wide a variety of individuals as possible, “from people with no or little experience in indexing to professional indexers” (p. xxiii). People who may benefit from this work include those who want to compile indexes as a hobby, students in library and information science courses, those who want to become part-time indexers, and professional indexers. In meeting the needs of this wide audience, the book addresses the basic, specialized, and technical aspects of indexing. It provides general advice for getting started in indexing as well as highly specialized guidance for handling particular technical problems.

The book is arranged alphabetically by topic and is similar to an encyclopedia on indexing. Its articles vary in length from a single paragraph to multiple pages and are generously cross-referenced to direct readers to related issues. Articles address all aspects of indexing, including such topics as indexable matter, the indexing process, indexing techniques, cumulative indexes, natural and controlled languages, editing, proofreading, and professional indexing. Some sections new to this edition include automatic indexing, depth of indexing, legal and medical texts, and technical manuals and reports. The book is well organized, and its utility is enhanced by the inclusion of several special sections placed prominently near the front. These include definitions, abbreviations for standards and rules, and a classified list of sections in the book. There is an extensive bibliography, and, as might be expected, an even more extensive forty-four page index.

Of particular interest to health sciences librarians is the fifteen-page section on medical texts. It opens with a brief historical overview of medical literature indexing, and then identifies four broad categories of medical literature. Within this context, it addresses types of material that can be indexed, depth of indexing, terminology, binomial terms, drug names, spelling, and acronyms. It concludes with a discussion of the medical indexer.

Hans Wellisch, a respected authority in this field, has published numerous monographs on indexing and other aspects of bibliographic control. His enthusiasm is reflected in “occasional digressions on historic and linguistic matters” (p. xxv), which he has included to increase the reader’s understanding and appreciation of this subject.

Although indexing is not a task which librarians are frequently called upon to do, for those times when indexing questions arise, this book probably has the answer. It would be a practical addition to any library’s core professional collection.

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Library Instruction Revisited provides many access points to the “in-the-trenches,” practical approaches to bibliographic instruction (BI), while giving the reader an overview of what has come before. A solid background in theories and concepts of BI, which addresses its history and development in the face of ongoing changes in the library setting and in librarianship in general, is an integral part of this book. It is refreshing to find an overview of each topic appearing in the same text as the hands-on solutions to the daily challenges facing librarians who participate in BI, whether in new or well-established programs. As most of us have discovered over the years, this is not something to be taken for granted; theory is fine, but solutions to the problems faced every day are even better. This book provides the best of both for BI, and offers guidelines