Notes on compiling the index to The Lonely Society

Likely users of this booklet: professionals, e.g. social workers, health workers; students in these disciplines; friends and families of those who may be suffering from loneliness.

Personal names
The names of various specialists mentioned throughout the booklet are included, using the name plus initial.
Jenny de Jong-Gierveld on page 3 gave pause for thought. The text has her name hyphenated while the bibliographic reference at the end of the chapter does not. As a Dutch name, in theory the article 'de' should be ignored for filing purposes, which is how the Library of Congress lists her (with hyphen). For a primarily English audience I chose to agree with the bibliography, indexing her as 'De Jong Gierveld, J.' (no hyphen). In real life this would be queried.

Choice of terms
Mental health seemed a more positive term than mental illness.

Wording problems
How to word a concept can be tricky but is the essence of good human indexing. I wanted to summarise the effect on families of having a new baby or a child leaving home mentioned on page 6. I thought this would fit under the 'life-cycle events' heading but also wanted to add this as a subheading under 'children'; 'life events relating to' seemed clumsy so I changed it to 'changing family dynamics'.

Titles
The titles of publications are not italicised in the text, e.g. Terry Anderson's *Den of Lions.*
I would query this with the client but follow the text in the meantime.

Locators
Having decided to differentiate material in boxes with italics I wondered how to treat pages which had the same topic covered in the main body of the text and also in a text box or case study, for example the material on 'volunteering' on page 27. It seems helpful to repeat the page number.

A page span is given against the main heading 'help for loneliness' as well as the topic being broken down with subheadings. This can be helpful with longer sections, and I occasionally use this for chapter spans in full-length books.

Subheadings have been created for some headings even though there are less than five locators. In each case the topics are sufficiently different to warrant this, allowing the user to go straight to the topic of interest e.g.

- Age Concern – two different studies
- households – two different types.

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