

26 Nov. 1979

Dear Sylvia:

Your letter with the indexes to the two legislative volumes arrived today. Many thanks. They were perfectly timed because tomorrow I meet with my student volunteers and I can now give them everything.

I've xeroxed off 25 copies of all our indexes (a full afternoon's job!) and cut about 15,000, 5 x 8" sheets for them. ~~Each will get a letter or portion of a letter of the alphabet~~ Before doing the xeroxing, I went through each and crossed out the subject stuff, leaving only the names which they'll do. Each will get a letter or portion of a letter of the alphabet and enter citations on each sheet which they'll then return to me in about 10 days (it's exam and essay time now and I'm probably pressing them for this deadline). This means that by around Dec. 10 I should have all the combined name entries ready to be typed up.

Meanwhile, I'm going through the subjects myself and am aiming to have them wrapped up around mid-December if all goes well. I see no reason why the word processor at the college can't put the names-by-function list in alphabetical order. If not, I should be able to draw on more student help after everyone gets back from vacation in early January.

Glad to hear the names of witnesses are no problem. It should be a most useful list for researchers over the next few years in efforts to pry testimony loose from congress.

I'm returning your original list of corrections along with a couple of copies. I've added a few items that I picked up last week. I'm also forwarding copies to Paul Hoch.

Thanks for the important information about double-spacing the final copy. Which reminds me to note that I've changed my mind about one aspect of the "prototype" entries I sent you last week. Instead of following a name or subject with vols. and pages where the item is only cited (e.g., "Fithian, Rep. Floyd J., R, 101, 254; I, 1, 166, 297, etc..) I'll begin with sub-heads (in Fithian's case, witnesses examined) and put the places where mentioned under the heading "Referred to" at the end of the citation. A minor point, but I think it will be useful in the final copy.

This change of mind came after I went through a number of "how-to" books on indexing ~~last week~~ last week. I was astounded to find there's a whole sub-species of literature on the art of indexing and I picked up a lot of suggestions!

Does Paul have copies of L/A II? Let me know if he doesn't and I'll send him copies. If he does, I should be receiving a copy in the next day or so.

That's about all I can think of for the moment. I'm nearly through the "A's" of the master subject index -- a tough one with the many sub-heads under "Acoustics"

*WJ* Willen to Wilber

and "Autopsy" -- and I'm moving through the "B's" tonight. In the end, I think it's better doing it by hand rather than learning how to use the word processor and trying to make it do the whole thing -- still no word from the company, by the way, on the program necessary to handle the whole project. This way I'm better able to double check each citation and to make a standardized form of entry for each item. On the other hand, a simple procedure such as alphabetizing the list of ~~witness~~ names-by-function should be a piece of cake on the processor. No snazzy program is necessary for that kind of job.

That's it for now.

Best regards,

*Gary*