

suggested that one of our Departmental library staff, just retired, would make an excellent indexer.

While it would seem wise to start by hand indexing, we might wish later to move to computer indexing if the items became too numerous and the cross-indexing too complex. On this point, I conferred with two senior officials of the National Library, Mrs. Jacqueline Giesbrecht, editor of "Canadiana", and Louis Forget, of the Library's Research and Planning Branch. Canadiana's index, formerly hand-produced, is now being done by computer. Mr. Forget is an expert at devising specialized computer indexing systems. If we were to present him with concrete samples of what the record would contain, and how extensive it would be, he would be happy to give us his opinion of whether or not we would need to get into automation. If we did so, production costs would almost certainly be higher. How much so would depend largely on volume. But Mr. Forget thought that until we had gained some experience we should do the indexing by hand.

If we were to go into automation we should certainly consult the National Library. Unfortunately, there is almost no uniformity to the computer systems of the various Departments in Ottawa; they were developed individually. But the National Library is hoping to achieve some degree of coordination.

Both National Library officials considered the loose-leaf system for the proposed record as thoroughly practical, and the indexing system I tentatively suggested - modified from Keesing's - as sound.

Another word about indexing: it would seem essential that whatever the degree of bilingualism in the contents, the entire index should be in both English and French. Mr. Roussin can tell you of the misunderstandings