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The Reference Shelf

Editors who use reference works have recommended these as valuable resources. Additions to the list for the next edition are welcome.

Bob Abrahams (*LAMENT*) comments: "Visit the library; look up graphics, newspapers/magazines (design) in the card file. I have found several good ideas in design and method this way. Any number of books may have these ideas. Just don't take any one as gospel."

American Mensa Ltd. *Editor's Handbook*.

The *Editor's Handbook* has been an absolute treasure. Also the exchange newsletters are a constant inspiration. —Nancy Reller, *Graffiti*

Read the Mensa *Editor's Handbook*. The "Ten Commandments" should be read before each issue is finished. —Donald R. Jacques, Regina, Sask.

(Also recommended by Henry Roll, *Atrocity*, Absurd SIG.)

Burke, Clifford. *Printing It*. Paperback. Ballantine Books, 1972.

Both Bill Holden and Dick Amyx have steered me onto this book, and I cannot recommend it too highly to a local editor. Knowledge of what the printing process is really like aids greatly in preparing camera-ready copy. When you *know* what happens to your copy, and *know* the capabilities and limitations of your printing method, you are able to produce your copy with this knowledge in

hand, and the consequence is a superior product. Get a copy. It's worth the small cost, in spades. —Norman Pos

Fowler, H. W. *A Dictionary of Modern English Usage*. Revised and edited by Sir Ernest Gowers. Oxford University Press.

(Recommended by John T. Travis, professional editor and brother of a Mensa newsletter editor.)

Hodges, John C., and Whitten, Mary E. *Harbrace College Handbook*. Harcourt Brace Jovanovitch.

(Recommended by John T. Travis.)

Merriam-Webster. *New Collegiate Dictionary*.

(Recommended by Henry Roll, *Atrocity*, Absurd SIG, and by Phillip H. Snaith, *Browbeat*.)

Morris, William and Mary. *Harper Dictionary of Contemporary Usage*. Harper & Row, 1975.

This is a compilation of panelists' recommendations on usage, distinguishing between written and spoken language and in many instances listing panelists' comments on the expressions. I use it often to learn what really is or isn't accepted—and to find out who'd back me up when I've already made up my mind. —Meredy Amyx

New York Times. *Style Manual*.

I use a good big dictionary and also the *New York Times* style book, which I think every editor should be familiar with, as many of the *readers* will be. —Joy McLeieer, Degree-Free SIG

Roget, Peter Mark. *Roget's International Thesaurus*. (Third edition.) Crowell, 1962.

(Recommended by Henry Roll, *Atrocity*, Absurd SIG, and by John T. Travis.)

Sanford, Bruce W. *Synopsis of the Law of Libel and Right of Privacy*. Scripps-Howard Newspapers and Scripps-Howard Broadcasting Company.

(Recommended by John T. Travis.)

Strunk, William, Jr., and White, E. B. *The Elements of Style*. Macmillan.

This is a small book, inexpensive in paperback, and should be required reading for all newsletter editors. —Dick Amyx

(Also recommended by Phillip H. Snaith, *Browbeat*, and by John T. Travis.)

University of Chicago Press. *A Manual of Style*. (Twelfth edition.) University of Chicago Press, 1969.

The work most often cited by book publishers for whom I have done freelance editing, this is a comprehensive reference on everything from punctuation (not rules of grammar but a consistent "house" style) and footnote format to preparation of mss. for typesetting. —Meredy Amyx