

# Contents of the SWET Newsletter

## No. 1 (February 1981)

- 1 November 15, 1980 Gathering [report]
- 2 February 28 SWET Meeting / Focus on Editing (LER) [announcement]  
Speakers: Meredith Weatherby, Suzanne Trumbull, Luther Link
- 2 Report on November 22, 1980 Meeting (FMU)
- 2 Attention: Editors / February 28 Meeting (RPS) [report]
- 3 Attention: Translators [general; future directions]
- 3 Attention: Writers (PW) [general; future directions]
- 4 The SWET Newsletter [prospectus]
- 4 Membership Directory [project under way]

## No. 2 (March 1981)

- 1 February 28 Meeting / Focus on Editing [report]  
Speakers: Meredith Weatherby, Suzanne Trumbull, Luther Link
- 1 Professional Translators and Translating [announcement: April 25 SWET meeting]
- 2 Advice for Beginning Editors (ST)  
Books: *A Manual of Style* (Chicago); *Words into Type*; *The Careful Writer: A Modern Guide to English Usage*; *The Elements of Style*; *Fowler's Modern English Usage*; *Copyediting* [British English]
- 2-3 Resources for Editors of Scientific and Technical Manuscripts (SS)  
Books: *Dictionary of Geological Terms*; *Dorland's Medical Dictionary*; *Stedman's Medical Dictionary*; *Medical Abbreviations and Acronyms*; (U.S. Council of Biology Editors) *CBE Style Manual*; (American Chemical Society) *Handbook for Authors*; (American Mathematical Association) *Mathematics into Type*
- 3 SWET Survey [project announcement]
- 3 Glossary Pool (ref: RPS) [request for contributions]

## No. 3 (June 1981)

- 1 June 27 SWET Meeting / "Free-lance Writing in Japan" [announcement]  
Speaker: Donald Richie
- 1-2 April 25 Translators' Meeting Report (SB)
- 2 Glossary Bank (RPS) [report; request for contributions]
- 3 Tools of the Translator I (LER)  
Books: *Kenkyusha's New Japanese-English Dictionary*; *Japanese-English Character Dictionary* ("Nelson's"); *Shin Kan-Wa Jiten*; *Gakkyu Kan-Wa Daijiten*; *Dai Kan-Wa Jiten*; *Japanese Names*; *Daijinmei Jiten*; *Nihon Kindaishi Jiten*; *Nihon Rekishi Daijiten*; *Nihonshi Jiten*; *Gendai Jinbutsu Jiten*; *Bunka Jinmeiroku*; *Kenkyu Kadai Soran*; *Asahi Nenkan*; *Nihon Shoseki Somokuroku*; *Kokuritsu Kokkai Toshokan Choshameiten Shoroku*
- 3 Book Orders (RPS)

## No. 4 (August 1981)

- 1 September 12 SWET Workshops / "Word Processing" and "Typography for Editors" (MT) [announcement]
- 1 Report on the June 27 Writer's Meeting / "Writing In and On Japan: A Realistic View" (JL)  
Speaker: Donald Richie

- 2 Glossary Bank / Recent Additions to the Bank [and request for contributions]
- 2 SWET Shirts! [new; ordering information]
- 2 Book Exchange [proposal]
- 2 Book Orders (ref: BCA) [bookstore recommendation]
- 2-3 From Writers to Writers (RPS) [advice]
  - Input from: Barbara Adachi, Edward Seidensticker, Donald Richie, Jean Pearce
- 3 Tools of the Translator II (LER)
  - Books: *Dictionary of Scientific and Technical Terms*; *New Audio Encyclopedia*; *Japanese-English Technical Terms Dictionary*; *Kohan Kikai Yogo Jiten*; *Gakujutsu Yogoshu: Denki Kogakuhen* and *Kikai Kogakuhen*

#### **No. 5 (December 1981)**

- 1 SWET Anniversary Party [announcement]
- 1-2 Typography Workshops (NR, LER, SS) [report]
- 2-3 Tools of Typography (RPS) (ref: SS)
  - Books: *University of Chicago Manual of Style*; *Bookmaking*; *Designing with Type: A Basic Course in Typography*; *Typography*; *The Design of Books: The Designer's Guide to Text Type*
- 3 SWET Used-Book Exchange (ref: PP)
- 4 For Beautiful Human Sweat (PW) [announcement: T-shirt sale]

#### **No. 6 (March 1982)**

- 1 SWET Workshop / Translation [announcement]
  - Instructors: Tsutomu Kano, Frank Baldwin
- 1 Spring Training / Layout [workshop announcement]
  - Instructor: Becky Davis
- 2-3 Nitpickers Anonymous (ref: SS, JL, LER, RPS) [proposed *SWET Japan Style Sheet*]
- 2-3 Name Order (RPS) [sample]
- 3 SWET Used-Book Exchange (PP) [startup]
- 3 SWET T-Shirts and Trainers (PW) [sale]
- 4 SWET Survey Results (MU)
- 4 January 30 SWET Party (LER) [report]
- 5 "That Uncommon Comma" [poem]
- 6 Glossary Bank (ref: DZ) [use and contributions advice]
  - Book: *Japanese Court Poetry* [recommendation]

#### **No. 7 (June 1982)**

- 1 June 26 SWET Meeting (LER) [announcement]
  - Speaker: Otis Cary
- 1 SWET Book Exchange [progress report; promotion]
- 2 In Memory—Ralph Friedrich (BD) [obituary]
- 3 Laid-Out Text (SS) [workshop report: May 8]
  - Instructor: Becky Davis
- 3 Glossary of Publishing Terms [project announcement]
- 3 Chicago Style Notice (ref: DK) [scheduled availability]
- 4 Trying Translation (LER) [report: J-E translation seminars]
  - Instructors: Tsutomu Kano, Frank Baldwin
- 5 Nitpickers Anonymous / Part II: Italics (SS)
- 6 SWET Sweat/T-Shirts (PW) [sale]

**No. 8 (September 1982)**

- 1 104 Year in Japan (Report of June 26 talk)  
Speaker: Otis Cary
- 1 “Beyond Rewriting”: Introduction to Copy Editing [Workshop announcement]  
Rendering Unto Caesar [Japanese Tax Returns For Freelancers]  
Ask the Publishing Hexpert / Accents and Widows  
SWET Book Exchange

**No. 9 (November 1982)**

- 1 Workshop / Photo Editing and Layout [announcement]
- 1 Glossaries Glossaries Glossaries (ref: JL) [list, availability]
- 1 SWET New York Chapter (ref: RPS) [founded]
- 2 SWET Copy Editing Workshop (EW) [report]
- 2 The Ante Is Up [dues raised from ¥1,000 to ¥3,000]
- 3-4 Ask the Publishing Hexpert [mechanical translation faults]
- 4 SWET Shirts: Going . . . Going . . . [sale]
- 4 The Book Exchange (ref: PP) [promotion]

**No. 10 (January 1983)**

- 1 SWET Social Gathering [announcement]
- 1 Questionnaire Responses Pour In (FMU)
- 2-3 Ask the Publishing Hexpert [enumeration in translation]
- 3 Photo Editing Workshop (SS) [report]  
Instructor: Becky Davis
- 4 Style Sheet Draft Completed [progress report]

**No. 11 (May 1983)**

- 1 Editing Translations: A Panel Discussion [announcement]  
Panelists: Patricia Murray, Ann Sargent, Suzanne Trumbull, Paul Waley
- 1 Shelf It! [Book Exchange improvements]
- 2-4 Book Mavin at Work  
Periodicals: *Australian Bookseller and Publisher*; *The Bookseller*, *Books in Canada*; *The Editorial Eye*; *Fine Print*; *Hon'yaku no Sekai*; *Print*; *Publishers Weekly*; *Scholarly Publishing*; *Translation Review*; *U&lc* (Upper and Lower Case); *The Writer*; *Writer's Digest*
- 4 Book Mavin at Work: *Time Out* [leisure reading]  
Periodicals: *The New Yorker*; *Verbatim*
- 4 Book Mavin at Work: Looking Ahead [future topics]
- 5-7 Processing Your Words: Getting Started (FMU) [considerations in choosing a word processor]  
Subheadings: In the Showroom; Can You Afford One?; Information Sharing; A Personal Note
- 7-8 More Translationese (FMU) [use of *nado*]
- 8 Workshops Questionnaire [request for response]
- 8 Hold It, Ludlow! [report/poem: SWET New Year's party]

**No. 12 (August 1983)**

- 1 Translation Workshop [announcement]  
Lecturer: Toru Mori
- 1, 6 Four Pros on Editing Translations (LER) [report: panel discussion]  
Panelists: Patricia Murray, Ann Sargent, Suzanne Trumbull, Paul Waley

- 2 Ask the Publishing Hexpert [understanding computerized typesetting proofs]
- 2 Word Processor Update (ref: BL)
- 3-5 Book Mavin at Work: Style Manuals: Part 1
  - Books: *The Chicago Manual of Style*; *Copy-editing: The Cambridge Handbook*, 2nd ed.; *Copyediting: A Practical Guide*; *Hart's Rules for Compositors and Printers at the University Press, Oxford*; *McGraw-Hill Style Manual: A Concise Guide for Writers and Editors*; *U.S. Government Printing Office Style Manual*; *Words into Type*, 3rd ed.
- 5 Book Mavin at Work: Flash! Flash!
  - SWET Publication: *Japan Style Sheet* [advance publication notice]
- 5 Announcing a New Service for Members [book ordering]
- 5-6 Word Mavin Chides Book Mavin [word choice nuances]
- 6 Workshop Preview [periodicals design]
- 6 Books, Books, Books (ref: PP) [Book Exchange promotion]

### **No. 13 (October 1983)**

- 1 To Read or Not to Read: Is Content Enough or Can Design Make a Difference? [design workshop, announcement]
  - Leaders: Suzanne Trumbull, Keiko Namie, Becky Davis
- 1 Year-End Party (ref: LER) [announcement]
- 2-4 Book Mavin at Work
  - Style, Usage, and Grammar Books, Part 1: *The Careful Writer: A Modern Guide to English Usage*; *The Complete Plain Words*, 2nd ed.; *A Dictionary of Modern English Usage*, 2nd ed.; *The Elements of Style*, 3rd ed.; *The Handbook of Nonsexist Writing*; *The Harbrace College Handbook*, 9th ed.; *The Macmillan Handbook of English*, 7th ed.; *The Prentice-Hall Handbook for Writers*, 8th ed.; *The Washington Square Press Handbook of Good English*; *The Writer's Hotline Handbook: A Guide to Good Usage and Effective Writing*
  - Graphics: *Graphics Simplified: How to Plan and Prepare Effective Charts, Graphs, Illustrations, and Other Visual Aids*
- 4 Book Mavin at Work: Update
  - Book: *Hart's Rules for Compositors and Printers at the University Press, Oxford*, 39th ed. [availability]
- 4 SWET Book Service Simply Spectacular [report: book ordering progress]
- 5 The Comparison Book Shopper [SWET book service cheaper than Tokyo stores]
- 5-6 Ask the Publishing Hexpert
  - Technical Japanese Translation [newsletter available through SWET]
  - Speaking of Reference Books
    - Books: *Kodansha Encyclopedia of Japan*
- 6 Translation Workshop Transmissions (KB) [workshop report]
  - Lecturer: Toru Mori
- 7 Translation Pitfalls to Avoid: Economics (TM)
- 8 1983 Directory of Members Takes Shape [progress report]
- 8 In Case You Missed It [humorous misspellings]

### **No. 14 (January 1984)**

- 1 A Style Sheet Is Born [publication announcement]
- 1 Color Proofing Workshop (ref: BD) [announcement]
  - Leader: Susie Agoston O'Connor
- 1, 4 On Being 3 1/6 Years Old [SWET status report]

- 2-4 Et Tu, Brute! (BCA) [writer's odyssey from pencil to word processor]
- 4 Something Old, Something New [report: New Years party, *Japan Style Sheet* launch]
- 5 To Vamp or Revamp (JJ) [magazine redesign]
- 5 1984 Directory Last Call [for submissions]
- 6-10 Book Mavin at Work: Dictionaries and Speller/Dividers
  - Dictionaries: *The American Heritage Dictionary of the English Language*, Second College Edition; *The Concise Oxford Dictionary of Current English*, 7th ed.; *The Oxford American Dictionary*; *The Oxford English Dictionary*; *The Random House College Dictionary*, revised; *The Random House Dictionary of the English Language*, unabridged ed.; *The Shorter Oxford English Dictionary*; *Six Thousand Words: A Supplement to Webster's Third New International Dictionary*; *A Supplement to the Oxford English Dictionary*; *Webster's New World Dictionary of the American Language*, Second College Edition; *Webster's Ninth New Collegiate Dictionary*, 9th ed.; *Webster's Third New International Dictionary*
  - 10 Speller/Dividers: *The Random House Speller/Divider*; *Webster's New World Speller/Divider (Webster's New World 33,000 Word Book)*
- 10-11 Design: *Methods of Book Design: The Practice of an Industrial Craft*, 3rd ed.
  - 11 The SWET Bestsellers [top 5 books ordered to date]
  - 11 The Guest Mavin (JL)
    - Book: *Writer's Market 1984: Where to Sell What You Write*
- 12-13 Dear Book Mavin... (JB)
  - Books: *American Tongue and Cheek: a Populist Guide to Our Language*; *Grammar and Good Taste: Reforming the American Language*; *The Use of English*; *Famous Last Words: The American Language Crisis Reconsidered*
- 13 So How's the Book Service? [book ordering progress]
- 13 Calling All Ateji (ref: DL-J) [kanji used to express imported words]
- 14 Ask the Publishing Hexpert: Hyphenation
- 14 Workshop Preview [all-black-and-white text-proofreading series]
- 14 Book Exchange (ref: PP) [resumes availability]

#### **No. 15 (March 1984)**

- 1 Harakiri or Harikomi? Paste-up for Editors [workshop announcement]
  - Instructor: Becky Davis
- 1 Kodansha Encyclopedia Discount [ordering through SWET]
- 1 *Japan Style Sheet* Orders [price; error correction]
- 2 A Many-Colored Workshop (SS) [report: checking color proofs]
- 3 Notes to Translators [free magazine copy offer]
- 3 TELS Tells All [Tokyo English Literature Society description]
- 4 To Jean or Not To Jean (FMU) [singular use of "jean"]
- 4 Word-Processor Crunchies [advice tidbits]
- 4 TJT Newsletter Update [Technical Japanese Translation; change in sourcing]

#### **No. 16 (April 1984)**

- 1 Proofreading From A to Z [workshops announcement]
  - Instructors: Susie Schmidt, Suzy Trumbull, Becky Davis
- 1 Yes, yes, yes, and Yes! [*Japan Style Sheet* second printing]
- 1 Corrections to Note [2nd ed. errata]
- 2 Sticky Fingers [report: Paste-up for Editors workshop]
- 2 The SWETStars [WordStar user group formed]

- 2 To Jean or Not... Part 2 (PE) [usage history: “jean/s”]
- 2-3 Book Service Update [report: shipping progress]
- 3 The Guest Mavin (JMcC)
  - Book: *Ogilvy on Advertising*
- 3 Howzzat Again? Or, Who’s on First? [misplaced modifiers/antecedents]
- 4 Directory Update / Errata; Changes/Corrections; New Members
- 5-7 Book Mavin at Work: Introductions
  - Word Processing and Design Books: *Introduction to WordStar*, 2nd ed.; *The Personal Computer Book*, 3rd ed.; *The Word Processing Book: A Short Course in Computer Literacy*, 5th ed.; *WordStar and CP/M Made Easy*; *Writing in the Computer Age: Word Processing Skills and Style for Every Writer*; *Writing with a Word Processor*
- 6-7 Design and Typography Books: *Bookmaking: The Illustrated Guide to Design/Production/Editing*, 2nd ed.; *Design with Type*; *Pocket Pal: A Graphic Arts Production Handbook*, 12th ed.; *Production for the Graphic Designer*; *The Thames and Hudson Manual of Typography*
- 7 The SWET Bestsellers [top 10 books ordered to date]
- 8 Ask the Publishing Hexpert [“non-repro blue”]
- 8 SWETshop Previews [workshops: writing; newsletters]
- 8 No Comment Department [news item citing “dealing cocaine, freelance writing”]
- 8 Still More WordStar [user group help sources]

**No. 17 (June 1984)**

- 1 Writer’s Market: Japan [announcement: panel discussion]
  - Panelists: Tom Chapman, Robert Wargo, Jane Condon, Jared Lubarsky
- 1 SWETshop Previews [workshops: word processing; newsletters]
- 1 The SWETStars [report: WordStar users group first meeting; PrintStars formed]
- 2 Proofreading SWETshop (ALB) [report: workshop]
- 2 Book Service Sets Record [ordering service progress]
- 3-5 Book Mavin at Work: Newsletter Editors’ Special
- 3-4 Editing and Production Books: *Editing Your Newsletter: A Guide to Writing, Design and Production*, 2nd ed.; *18 Ready-to-Use Grids*; *Mastering Graphics: Design and Production Made Easy*; *The Newsletter Editor’s Desk Book*, 3rd ed.; *On Graphics: Tips for Editors*; *Paste-up: Production Techniques and New Applications*; *A Practical Guide to Newsletter Editing and Design: Instructions for Printing by Mimeo or Offset for the Inexperienced Editor*
- 4-5 Clip Art: Dover Ready-to-Use series
  - 5 Wanted: Meeting Places
  - 5 The SWET Bestsellers [top 8 books ordered to date]
  - 5 Ask the Publishing Hexpert [word division; transfer lettering]
  - 5 Win Some, Lose Some (NR) [review: two book fairs]
- 6-7 Directory Update
  - 6 Changes/Corrections/Additions
- 6-7 New Members
  - 8 Beer Party! [pre-announcement]
  - 8 Super SWET Offprints
    - SWET publications: *Proofreader’s Special*; *The Collected Mavins (1)*

**No. 18 (September 1984)**

- 1 The W/P and Me: A Panel Discussion [announcement]  
Panelists: Barbara Adachi, Peter Goodman, Wendy Holdenson, John McCreery, Fred Uleman
- 1 Book Exchange Expires [demise of service]
- 2 Selling Your Words (LER) [report: Writer's Market panel discussion]  
Panelists: Tom Chapman, Robert Wargo, Jane Condon, Jared Lubarsky
- 2 If You've Got It, Flaunt It [SWET T-shirt ordering]
- 3 Howzzat Again? Or, Keeping Count [disagreement in number]
- 4-6 Book Mavin at Work  
Dictionaries: *Kenkyusha's New Japanese-English Dictionary*, 4th ed.; *Kodansha Japanese-English Dictionary*; *Sanseido's New Concise Japanese-English Dictionary*; *New Standard Japanese-English Dictionary*
- 6-7 More Help For J-E Translators  
Dictionaries: *Shogakukan Japanese-English Dictionary of Current Terms (Janru-betsu Saishin Nichibei Hyôgen Jiten)*; *Wa-Ei Hon'yaku Handobukku*, new revised ed.; *Gendai-yôgo no Kiso-chishiki*
- 7 Book Mavin at Work: Update  
Book: U.S. GPO Style Manual [new edition now available]
- 7 Book Service Update [book ordering progress]
- 8 A Book Mavin Bonus  
Books: *On Writing Well: An Informal Guide to Writing Nonfiction*, 2nd ed.; *Writing with Precision: How to Write So That You Cannot Possibly Be Misunderstood*, 3rd ed.
- 9 Feminist Book Fair (GH) [report]
- 9 Advice for Freelancers [review]  
Book: *The Freelance Writer's Handbook*
- 9 The SWET Bestsellers [top 9 books ordered to date]
- 10 The SWETStars [report: WordStar users meeting]
- 10 SWETStars Tips (YS, GS) [WordStar user tips]
- 10 No Compunctions [usage: particle collocation with "collocation"]  
Books referenced: *Dictionary of English Phrasal Verbs and Their Idioms*; *Dictionary of Current Idiomatic English: Vol. 1, Verbs with Prepositions and Particles*; *English Prepositional Idioms*
- 11 The Social Scene [report: Beer Party]
- 11 47.8 Tsubo = ? Sq. M. [recommendation for measure conversion]  
Calculator: Canon Card FC-4 Shaku-kan Tan'i
- 11 Ask the Publishing Hexpert [printing out accents]
- 11-12 Those Sexist Pronouns [rationale for choice]
- 12 Amateur Night [design and layout pitfalls]
- 12 Tempus Fugit: A's and An's [before "h" words]
- 13-15 Directory Update
- 13 Changes/Corrections/Additions
- 13-15 New Members
- 16 The PrintStars [publishing subgroup event report: communication between publishers and typesetters' printers]

#### **No. 19 (November 15, 1984)**

- 1 Year-End Party (ref: LER) [announcement]
- 1 Super SWET Special [additional discount to members]  
Book: *Kodansha Encyclopedia of Japan*
- 1 Is the Future Here? [preview: report on machine translation demonstration]
- 2 The W/P and Me (JB) [report: panel discussion on word processing use]

Panelists: Barbara Adachi, Peter Goodman, Wendy Holdenson, John McCreery, Fred Uleman

- 2 I Before E (Reprise) [mnemonic sentence: words with “ei”]
- 3 Howzzat Again? Or, Getting It ~~Write~~ ~~Wright~~ Right [misspellings, similar-word substitution]
- 4 Book Mavin at Work: Year-end Treasures  
Books: *Webster’s Medical Speller: 35,000 Medical Words Spelled and Divided*; *Webster’s Legal Speller: 28,000 Legal Words Spelled and Divided*
- 4 Book Mavin at Work: Update  
Books: *Writer’s Market* [now available]; *Bookmaking* [price hike]
- 4 Japan Book News [periodical: Japanese publishing industry]
- 4 SWET Regrets [numbers errata re periodical *Winds*]
- 5 Calling All Mystery Writers [announcement: Suntory writing competition]
- 5 The SWET Bestsellers [top 9 books ordered to date]
- 5 Ask the Publishing Hexpert [explaining English proofing marks to Japanese typesetters]
- 6 Japan’s Bestsellers [Japanese-language top 20 books, various genres]
- 6 Help with Korean (KEJ) [romanizing Korean names: recommendations]  
Book: *Tong-A Sin Hwalyong Okppyon (To-A Shin Katsuyo Gyokuhen)*
- 6 Book Service Update [book ordering progress]
- 6 Book Service Notice [new address notice]
- 7-10 The Guest Mavin [book reviews]
  - 7 (BCA) *The Well-Tempered Sentence: A Punctuation Handbook for the Innocent, the Eager, and the Doomed*
  - 7 (SS) *The Transitive Vampire: A Handbook of Grammar for the Innocent, the Eager, and the Doomed*
- 7-8 (JC) *Media Law: A Handbook for the Working Journalist*
- 8-10 (BD) *The Visual Display of Quantitative Information*
- 10 (TAM) *Legal Care for Your Software*
- 11 Turkey Shoot [humorous examples: J-E mistranslation]
- 11 Vive la French Space [one space between sentences]
- 11 The SWETStars [report: WordStar users meeting]
- 11 SWETStars Tips (YS, GS) [WordStar user tips]
- 12 Directory Update
- 12 Changes/Corrections/Additions
- 12-13 New Members
- 14 SWET Begins 5th Year
- 14 What’s the Good Word? [proper English for everyday Japanese words: examples, call for submissions]

## No. 20 (January 1985)

- 1 Getting the Word Out: Newsletter Editing and Production [announcement: workshop]
  - 1 Translator Alert! [invitation: meeting to form translators interest group]
  - 1 New Directory in Press [announcement: projected mailing date]
  - 1 The PrintStars (ref: PG) [meeting announcement: publishers/computer typesetters communication group]
- 2-4 Brave New Sekai (RMCC) [report: machine translation demonstration; commentary]
- 5 Howzzat Again? Or, Gilding the Lily [redundancy]
- 6 Fourth-Anniversary Party [report]
- 6 The SWETStars [report: WordStar users meeting]



- Speaker: Wick Smith [introduction to computer communications]  
 Demonstration: SORD IS-11 laptop computer (ref: LB)
- 6 Tech Translators Confer [meeting report: SWET translators and Smithsonian East Asia Program]
  - 6 SWETers Have a Yen [Book Service ordering progress]
  - 7-10 Book Mavin at Work: Style Manuals, Part 2  
 Books: *The New York Times Manual of Style and Usage: A Desk Book of Guidelines for Writers and Editors*, revised; *Los Angeles Times Stylebook: A Manual for Writers, Editors, Journalists and Students*; *The Washington Post Deskbook on Style*; *U.S. News & World Report Stylebook for Writers and Editors*, 5th ed.; *CBE Style Manual: A Guide for Authors, Editors, and Publishers in the Biological Sciences*, 5th ed; *Publication Manual of the American Psychological Association*, 3rd ed.; *MLA Handbook for Writers of Research Papers, Theses, and Dissertations*; *NLRB Style Manual Washington, D.C.: National Labor Relations Board*; *Manual for Authors and Editors: Editorial Style and Manuscript Preparation*
  - 10-11 Book Mavin at Work: Update  
 Book: *U.S. Government Printing Office Style Manual*, 28th ed. [new edition]
  - 11 Book Service Update [book ordering progress]
  - 11 Book Service Order [No.] 7's Top 5 [books ordered]
  - 11 Book Service Notices [exchange rate]
  - 11 The SWET Bestsellers [top 10 books ordered to date]
  - 11-12 The Guest Mavin (ST)  
 Book: *Author Law & Strategies: A Legal Guide for the Working Writer*
  - 14 Super SWET Publications [ordering information: *Japan Style Sheet, Proofreader's Special*]
  - 14 SWETshop Previews [workshops: indexing; skills transfer (leaving Japan)]
  - 14 From The New Yorker [humorous misprints]

### **No. 21 (April 1985)**

- 1 Translation Seminar [announcement]  
 Panelists: Frank Baldwin, Chris Brockett, Lynne Riggs, Fred Uleman
- 1-2 Translators Organize (CC) [translators group forms]
- 2 Instant Newslettering [workshop report] (ALB)  
 Leader: Becky Davis
- 3 Playing the Numbers (FMU) [grouping digits; idioms with 1 and 8]
- 3 The SWETStars (YS) [meeting report: WordStar users group]  
 SWETStars Tips [text file quick review]
- 4 Offer Limited (ref: CC) [translator newssheet]
- 4 MacAnnuals [postcard-format annual report]
- 4-5 Directory Update
  - 4 Changes/Corrections/Additions
  - 4-5 New Members
- 5 SWET International
- 6 To "S" or Not to "S" [English-style pluralizing of non-English words]

### **No. 22 (June 1985)**

- 1 Looking Good in the 1980s: Contemporary Publication Design [workshop announcement]  
 Leader: Dana Levy
- 1-4 Translators at Work [report: translation seminar]  
 Panelists: Frank Baldwin, Chris Brockett, Lynne Riggs, Fred Uleman

- 4 A Grammar Glossary [English/Japanese grammar terms]
- 5 1984 Japanese Bestsellers [Japanese-language top 20 books, various genres]
- 6 JAT News (FMU) (ref: CC) ]report: organizational meeting]
- 6 The SWETStars (YS) (ref: JMcC, MH) [meeting report: WordStar users group; CPM, freeware]
- 7 News for Book Addicts (PE) [bookstore recommendation]
- 7 Questionable [meanings of editor question marks]
- 7 On Borrowed Time (LT) [ethics of consulting colleagues]
- 7 SWET Annual Beer Party!! [announcement]
- 8 Small Screen Blues [computer display risks]
- 8 Book Service Notices [information re rules, procedure, questions, complaints]
- 8-9 Howzzat Again? or Balancing Act [parallel construction]
- 10 On Punctuation [purpose, nature; sentence with 11 *hads*]
- 10 Book Mavin at Work: To Hack or Not to Hack [reviews]  
Books: *Wordstar and CP/M Made Easy*; *CP/M Bible*; *The CP/M Handbook with MP/m*; *Soul of CP/M*; *Mastering CP/M*; *Inside CP/M: A Guide for Users and Programmers*
- 12 A Book Mavin Bonus [reviews]  
Books: *Dictionaries: The Art and Craft of Lexicography*; *The Newsletter Editor's Desk Book*; *Harper's English Grammar*
- 13-14 The Guest Mavin [book reviews]
  - 13 *Clear Technical Writing* (WR)
- 13-14 *A Guide to Korean Characters* (KJ)
  - 14 Say Again? [errors/oddities]
  - 14 Computer Expert's "Glossary" [humorous definitions of computer terms]
  - 14 Book Service Update [book ordering progress]
  - 15 What's the Good Word? (FMU) [idioms with *hidari*, *chikai*, *toi*]
  - 15 Ask the Publishing Hexpert [newsletter print legibility]
  - 15 SWET Glossary Bank [list of currently available glossaries]
  - 16 Rabbit Danchi Revisited [proper translation of *danchi*]
  - 16 Last Names First [name order]
  - 16 Name Order Note [capitalization]
  - 16 Between the Lines [problems of sexist language]
  - 16 Super SWET Publications [ordering instructions]  
*Japan Style Sheet*; *Proofreader's Special*.
  - 17 The Translation Hexpert [translation of *seppuku* and *hara kiri*]
  - 18 They Like Our Style [report: external review of *Japan Style Sheet*]
  - 18 The SWET Bestsellers [top 20 books ordered to date]
- 18-20 Directory Update
  - 18 Changes/Corrections/Additions
- 19-20 New Members
  - 21 What Is SWET? [organization description]
  - 21 SWETshop Previews [future workshops: indexing, electronic publishing]
  - 21 Please Be Reserved [workshop preregistration]
  - 22 Contest for Word Mavins [*Verbatim*, *The Language Quarterly* call for articles]

### **No. 23 (September 1985)**

- 1 Indexing: A How-to Approach for the Uninitiated [workshop announcement]  
Leaders: Gail Umehara, Nina Raj
- 1 Electronic Publishing: What's in It for You? [workshop announcement]  
Leader: John Mackin

- 1 Only the Address Is New [SWET address change]
- 2 Meet the Mac [workshop announcement: Macintosh computers]  
Demonstrator: Ken Otake
- 2-3 Publication Design (ALB) [workshop report]  
Leader: Dana Levy
- 3 Suds [report: annual beer party]
- 3-4 Time Sharing [ethics of consulting colleagues]
- 4 JAT News (ref: JL) [meeting report]  
Speaker: Tohru Mori
- 4 SWET's New Bookseller [The Bookery's new owner]
- 5 To the Logomagus (JB) [letter: objections to tone of previous column]
- 6 The Logomagus Replies [response to JB's letter]
- 6 Getting a "Green Card" [permanent residency visa]
- 7 The SWETStars (ref: YS, MS, MH, PE) (ST) [meeting report: WordStar users  
group: printing *kanji*; footnoting]
- 7 Attn: Corporate Members [phaseout of corporate membership]
- 7 Janglish [definition and call for submissions]
- 8 Howzzat Again? or Laying It on the Line [*lie* and *lay*]
- 8-9 Editorial Inspiration
- 9 Janglish [examples of Japanized English]
- 9 Ask the Publishing Hexpert [acronym punctuation]
- 10-12 Book Mavin at Work [reviews]
- 10 Designer's Choice: Part I  
Books: *The Alphabet and Elements of Lettering; Printing Types: Their  
History, Forms, and Use; Paragraphs on Printing; The Design of Books;*
- 11 *Methods of Book Design; The Practice of an Industrial Craft*, 3rd ed.; *The  
Grid: A Modular System for the Design and Production of Newspapers,  
Magazines, and Books; Grid Systems in Graphic Design: A Visual  
Communication Manual for Graphic Designers, Typographers and Three  
Dimensional Designers; Bookmaking: The Illustrated Guide to  
Design/Production/Editing*, 2nd ed.; *One Book/Five Ways: Publishing  
Procedures of Five University Presses*
- 12 *Pocket Pal: A Graphic Arts Production Handbook*, 12th ed.
- 12 Book Mavin at Work: Update  
Book: *Ogilvy on Advertising* [now in paperback]
- 12-13 A Book Mavin Bonus [reviews]  
Books: *The Art of Fiction: Notes on Craft for Young Writers; On Writing  
Well: An Informal Guide to Writing Nonfiction*, 3rd ed.; *Writing on the Job:  
A Handbook for Business and Government*
- 13-14 The Guest Mavin [book reviews]
- 13-14 *The Joys of Yiddish* (SS)
- 14 *Eigo Zushô Daijiten: What's What—A Visual Glossary of the Physical  
World* (BMD)
- 15 When is a Translator Not? [propriety of inserting own opinion]
- 16 The Eternal Book [perdurance of book form]
- 16 'Twas Ever Thus [inevitability of typos]
- 16 Janglish [examples of Japanized English]
- 16 Go Ahead and Flaunt It! [SWET T-shirts for sale]
- 16 The Bottom Line [definition of translation]
- 16 The SWET Bestsellers [top 10 books ordered to date]
- 16 From the New Yorker [errors/oddities]
- 17-18 Directory Update

- 17 Changes/Corrections/Additions
- 17-18 New Members
- 19 Why Do We Say...? [upper/lower case]
- 19 Book Service Notices [price increases due to currency fluctuation]
- 19 SWETshop Previews [future workshops: transferring job skills overseas, own companies; plant tours]
- 19 Janglish [examples of Japanized English]
- 19 C\*L\*PH\*N [colophon: humorous example]
- 20 Super SWET Publications [instructions for ordering]  
*Japan Style Sheet; Proofreader's Special*
- 20 Members' News [new column: call for submissions]

**No. 24 (December 1985)**

- 1 Newsweek! [JAT meeting announcement]  
Speaker: Takashi Ota, Editor in Chief, Pacific International Edition
- 1 New Year Party [announcement]
- 1-2 Super SWET Special [book publishers discounts]
- 2 Indexing from A to Z (MP) [workshop report]  
Leaders: Gail Umehara, Nina Raj
- 2 The Whazits [reference to calendar years]
- 3 SWET Meets the Macintosh (RB) [demonstration report: Macintosh computer]  
Demonstrator: Ken Otake
- 3 The Writing of No-Writing (ALB) [workshop report: Zen and writing]
- 4 Production-Line Publishing (SS) [seminar report: electronic publishing]  
Speaker: Jon Mackin
- 4 Perspectives in Translation (SM) [JAT meeting report]  
Speakers: Suzy Trumbull / Adding and Subtracting [essays]; Gerry Harcourt / Literature [fiction]
- 6 Our New Look [*Newsletter's* new printer and software]
- 7 Howzzat Again? or Who's on First? [misplaced antecedents]
- 8 You Ain't Seen Nothing Yet (FMU) [art of usage deviation]
- 8-9 It's on the House (WAL) [glossary: terms for Japanese eating and drinking establishments]
- 9-11 To Fax or Not to Fax (MS) [facts and considerations in owning and use]  
Before You Think of Asking; Buy or Lease?; Conclusion: Another Satisfied Customer
- 11 The Disavowing Translator I (FMU) [comments on translator's points cited en is a Translator Not?], *Newsletter* Issue 23]
- 12 The Disavowing Translator II (FMU) [where to place translator's opinions]
- 12 Members' News Column: Joining the "Writer" Class, or Two Hits and Out (LA) [fledgling writer scores, loses]
- 12 Copyrights and Wrongs (ref: DS) [required elements of copyright notice]
- 13-15 Further Renderings unto Caesar [Japanese business taxes] (JL)  
Earned Income; Collection of Taxes by Withholding; Collection of Taxes by Assessment; Tax Returns That Must Be Filled in and Filed
- 15 Books á la Mode [reviews]
- 15 *Concise Dictionary of Modern Japanese History* (SS)
- 16 *Day One* (FMU) [development of the atomic bomb]
- 15-16 *The Technique of Clear Writing*, 2nd rev. ed. (SH)
- 16-19 Directory Update
- 16-17 Changes/Corrections/Additions

- 17-19 New Members
- 19 Directory Last Call [for submissions, changes]
- 20 Janglish [examples of Japanized English]

### **No. 25 (February 1986)**

- 1 Incorporation, Ltd.: Start Your Own Company [panel announcement]  
Panelists: Ruth McCreery, Bill Lise, Larry Brouhard
- 1 J-STAR Demonstration [demonstration announcement: word processor]
- 1 1986 Directory [issuance notice]
- 2 Proud Send-off [JAT goes independent]
- 2 Happy New Year [report: party]
- 2 Library Relocates [British Council library to Kagurazaka]
- 2 Attention Poets [Tokyo English Literature Society contest]
- 2 From the New Yorker: Silver Lining Department [errors/oddities]
- 3 Books á la Mode [reviews]
- 3 *New Words Dictionary* (SS)
- 3 *A Reader of Handwritten Japanese* (YY)
- 3 Book Service News [bookseller fraud problems]
- 3 Janglish [examples of Japanized English]
- 4 Calling All Bookworms (ref: P) (MS) [bookstore: The Bookworm]
- 4-5 Newsweek Comes to Japan (SS) [*Newsweek Japan* production and staff]
- 5 Late Night Thoughts of a Checker (JA) [examples from *Newsweek Japan*]
- 5 Tongue in Cheek? [errors/oddities]
- 6 Howzzat Again? or Who(m) Did That Bell Toll For? [*who* vs. *whom*]
- 6 Typo of the Month
- 6 From the Mailbag [errors/oddities]
- 7-8 Pinyin in a Nutshell (MS) [official Chinese romanization]  
Why Pinyin?; What's the Difference?; Hanyu Pinyin Vocabulary; Review of the Sounds; Fun with Pinyin
- 8 Books Galore [report: sales of locally produced English-language books]
- 9-10 Correct vs. Acceptable (JB) [letter: objections to tone and points of FMU's "You Ain't Seen Nothing Yet", *Newsletter* issue 24]

### **No. 26 (April 1986)**

- 1 Best Foot Forward: Professional Communication [workshop announcement]  
Speaker: Charlotte Kennedy Takahashi, Oak Associates
- 1-2 The Book Service is Back!: And That's Not All, Folks [new bookseller: The Bookcase]  
Save 30% to 50% – or More – Through SWET; New Book Service Address
- 2-3 Incorporation, Ltd. (ALB) [workshop report: panel discussion]  
Panelists: Ruth McCreery, Bill, Lise, Larry Bouchard, Sasaki Shuichi
- 3-4 J-Star/A-Star: System of the Future? (RB) [demonstration report: word processor system]
- 4 HighBit News (ES-S) [SWETStars reorganize, change name]
- 4 Ask the Publishing Hexpert [carbon vs. nylon printer ribbons; word counting]
- 6 What It Means to Be a Professional (LER) [essay]
- 6-9 Book Mavin at Work: Straight from the Translators' Mouths [reviews]
- 6-7 *The Third Language: Recurrent Problems of Translation into English* (ST)
- 7 *Commercial Translations: A Business-like Approach to Obtaining Accurate Translations* (FMU)
- 7-8 *The Poet's Other Voice: Conversations on Literary Translation* (ST)

- 8-9 *Approaches to Translation* (GS)
- 9 *Kikai hon'yaku wa doko made kanô ka?* [The Future of Machine Translation] (AM)
- 9 Feedback for Writers (ref: AH-H) [call for feedback forum]
- 10-12 Going to Press in the Sticks: The Harbor Light Experience (PG) [report: starting an English periodical]

### **No. 27 (June 1986)**

- 1 Summer Party [announcement]
- 1-2 Connecting Across Cultures (SS) [workshop report]  
Speaker: Charlotte Kennedy Takahashi, Oak Associates
- 2 A Star/J Star Revisited (WAL) [clarifications of report in *Newsletter* issue 26]
- 2-4 The Japan Foreign-Rights Centre: Exporting Japanese Publishing Rights (LER) [agency gives advice, information to translators, publishers]
- 4-5 Ask the Publishing Hexpert [pitfalls of proportional typeface use]
- 5 What Makes a Translator Professional? (ST) [essay]
- 5-6 Necessary Nightmares: Translating [author: Hisao Kanaseki; excerpt reprint from *Japan Society Newsletter*]  
Abstractions and Poetic Diction; The Nightmares; Treading the Middle Path
- 7 Howzzat Again? or Which Twin Has the Toni? [common words in uncommon usage]
- 7 Nonword of the Month Department: *provenience*
- 7-8 Book Service Update [book ordering progress; new provider]
- 8-10 Book Mavin at Work [reviews]
- 8-9 The Writer as Editor  
Books: *Line by Line: How to Edit Your Own Writing; Edit Yourself: A Manual for Everyone Who Works with Words; Getting the Words Right: How to Revise, Edit and Rewrite*
- 9-10 Designers' Choices  
Books: *The Thames and Hudson Manual of Typography; Designing with Type: A Basic Course in Typography*, rev. ed.; *Editing by Design; Designing for Magazines: Common Problems, Realistic Solutions*
- 10 Good News for Modern Translators: U.S. Publisher Wants Fiction MSS! (ref: RPS) American publisher seeks translated Japanese literature]
- 10 We Never Diet! [*Newsletter* publishing schedule, content volume]
- 10-11 The Perils and Pleasures of Publishing: Launching *Nihon no Teiryu* (EL) [journal's origins and problems]
- 11-12 It Only Hurts When I Think About It Dept. (FMU) [inaccuracies in an *Economist* editorial]
- 12 Calling All Limericks [Canterbury Press contest call for submissions]

### **No. 28 (October 1986)**

- 1 Mac Desktop System Demonstration [announcement]
- 1 Making Desktop Publishing Look Good [workshop announcement]  
Leader: Becky Davis
- 2 The Craft of Rewriting (MP) [discussion report]  
Panelists: Hunter Brumfield, Dr. Mary Louise Robbins, Doreen Simmons; Suzy Trumbull (moderator)
- 3 Rewriters' Alert (ref: LA, KM) [proposal: rewriters' subgroup]
- 3-4 A Visit to the Printer (SS) [tour report: Dai Nippon Printing]
- 4-5 The Politics of Translation (JL) [report: translation conference in Malaysia]
- 5 A Well-Mixed Metaphor [errors/oddities]

- 5 More on Professionalism: Avoiding the Sensei Syndrome (MS) [essay]
- 6 Teaching by Example: Dos and Don'ts of Grammar and Usage [humorous list]
- 7-8 White Nights and Book Talk: Report from the Second Feminist Book Fair (GMH)
  - 8 To Communicators Great and Not So (FMU) [SWET RSVP postcards: use and postage]
  - 8 Ask the Publishing Hexpert [communicating with Japanese designers and typesetters about n- and m-dashes]
  - 8 Instruction [example of Japanized English: assembly and use instructions]
  - 9 The Man with the Golden Voice (SM) [JAT meeting report]
    - Speaker: Nishiyama Sen [simultaneous J-E/E-J interpreter]
  - 10 The Small(est) Press: On Starting a Newsletter for Cyclists (BH)
  - 10 It Didn't Rain on Our Parade ]report: SWET annual summer party]
  - 10 Our "Long Seller" [*Japan Style Sheet* in third printing]
  - 11 Feedback from the Steering Committee (LER) [report]
    - Professional Rates; Cost of SWET Workshops; How is SWET Run?
  - 11 Janglish [examples of Japanized English]
  - 12 New Magazine for Technical Translators: The Technical Writer (WAL) [review]
  - 13 Howzzat Again? or For Lack of an Editor . . . [various mistakes from the novel *Practice Effect*]
    - More on *provenience*
- 14-17 Book Mavin at Work: Something for Everyone [reviews]
  - On Graphics: Tips for Editors; Mastering Graphics: Design and Production Made Easy; 18 Ready-to-Use Grids; Hart's Rules for Compositors and Readers at the University Press, Oxford; How to Write and Publish a Scientific Paper; Guide for Beginning Technical Editors; The ACS Style Guide: A Manual for Authors and Editors; Stet! Tricks of the Trade for Writers and Editors*
  - Freebies [catalogue giveaway]
- 17 Hemingway on Punctuation [quotation]
- 17 An Editor's Epitaph [quotation from the late Cass Canfield]
- 17 From the New Yorker [errors/oddities]

**No. 29 (December 1986)**

- 1 New Year Party [announcement]
- 1 Third Annual Super SWET Special [book publishers special discounts]
- 2 Desktop Publishing (WAL) [workshop report]
  - Leader: Becky Davis
- 2-3 Desktop Publishing on the Mac (ALB) [demonstration report: Apple Macintosh desktop publishing system]
- 3 SWET Book Service Expires [discontinued due to insurmountable complexities]
- 3 Directory Update [call for changes, additions]
- 3 1st Asia World Publishing Congress Planned [convention announcement]
- 4-5 Rough Words Ahead; Proceed with Caution (AS)
  - abundant; against; and; as for; catch phrase; Co., Ltd.; drivers; plus and minus; example; in the case of; memorize; pet name; search; side; type; volume*
- 5-6 Perils of Publishing: The Circulation Blues (Nancy H. Ayers, Managing Editor) [experience with *The Magazine*]

- 6 Janglish [examples of Japanized English]
- 6-7 Dear Logomagus (JB) [letter: objections to tone and opinions in *Newsletter* issue 28 column]
- 7 The Logomagus Replies [response to JB letter; *as vs. like*; *Newsletter* attributions]
- 8 A Journal for Literary Translation (GH) [review: *The Journal of Literary Translation*]
- 8-9 Psst! Freelance Tipsheet (JL) [review: *The Travelwriter Marketletter*]
- 9 All You Need Is Love(FMU) [essay: professionalism]
- 9 From the New Yorker [errors/oddities]

### **No. 30 (March 1987)**

- 1 Fully Booked [report: SWET book sale]
- 1 1987 Directory [issuance]
- 1 Coming Attractions [future events: talk – writing; workshop – copywriting; panel discussion – book translation, publishing, distribution in Japan]
- 1 Afterglow [report: New Year party]
- 2 Ask the Publishing Hexpert [*apostrophe s* following parenthesis]
- 2-3 On Rough Words [response to *Newsletter* issue 29 column]  
*It can be said that* and *It is said that*; highly evaluated (JT)  
*Co., Ltd.* (RSMcC)
- 3 Death Warmed Over [euphemisms for dying]
- 3 Untangling Translations (RB) [format suggestion for translation query samples]
- 3-4 Hooray for the Proofreader [call for recognition for proofreaders' efforts]
- 4 Acronymia [acronyms: desktop publishing]
- 4 Editorial Alchemy [on becoming an editor]  
Temperament; Training
- 4 Ah, Higher Education [examples of university students' errors]
- 5 Howzzat Again? or The Less Said, the Worse [*less vs. fewer*]
- 5 Typo of the Month [errors/oddities]
- 6-10 The Guest Mavin: Books on (and in) Japan [reviews]
- 6 *Made in Japan* (FMU)
- 6-7 *Zen Guide: Where to Meditate in Japan* (AS)
- 7 *Backstage at Bunraku* (DT)
- 7-8 *My Life Between Japan and America* (JK)
- 8 *Zen Mind, Beginner's Mind* (AS)
- 8-9 *Comprehending Technical Japanese* (HP)
- 9 *A Zen Life: D. T. Suzuki Remembered* (AS)
- 9-10 *Japan's Modern Myth: The Language and Beyond* (WAL)
- 10 *Ikkyû and the Crazy Cloud Anthology* (JS)
- 10 Tell the World [call for book reviews]
- 11 More on the Mac (HB) [personal experience: desktop publishing with the Macintosh]
- 11 *Pensée, Passée* (WAL) [review: machine translation program]

## **Contents of the SWET Newsletter Nos. 31 - 40**

### **No. 31 (July 1987)**

- 1 The Art of Writing Ads [workshop announcement]  
Leader: John McCreery
- 1 Calling Editors and Rewriters [proposal and call for volunteers: critique]



- workshop]
- 1-2 The Rights Stuff (NR) [report: talks on publishing translations]  
Speakers: William Miller, Kurita Akiko
  - 2 Janglish [examples of Japanized English]
  - 2 Credit Where It's Due [contributors to this issue]
  - 3 Rough Words, Continued (JS)  
*hardly; know-how; newly developed; recommendable; so-called; substitute*
  - 3-4 Desktop Publishers Organize (HB) [newly formed association: meeting report]  
Demonstrator: Ed Bracha, Matrix, Inc. [new version of PageMaker]
  - 4-5 Professionalism is a Service (MS) [essay]
  - 5 Compulsion (RSMcC) [*can't help but*]
  - 5 How Short Is Your Barrel? (ref: SH) [errors/oddities]
  - 5 Notice to North American SWETers [North American office address change]
  - 6-9 Over Their Shoulders [translation comparisons: social commentary]  
Translators: Frank Baldwin, Lynne Riggs, Suzy Trumbull, Fred Uleman
  - 9-11 Bibliotheca Nipponica [Tokyo-area libraries]  
National Diet Library; Tokyo Metropolitan Central Library
  - 11 From the New Yorker [errors/oddities]
  - 11-13 Technicalities (HB) [analysis: a photocopier service manual]
  - 13 Literary Lions to Be Translated [call for translation volunteers]
  - 13-14 The Guest Mavin (JMcC) [book reviews]  
Books: *Handbook of Japanese Compound Verbs; Conceptual Blockbusting: A Guide to Better Ideas*. 2nd ed.
  - 14-16 A Book in the Hand [reviews: overseas book sources]  
Blackwell's; Baker & Taylor; Quality Paperback Book Club; New World Books; The Good Book Guide; ABC Book Service; The Bookcase

### No. 32 (October 1987)

- 1 Asahi Shimbun Tour [announcement]
- 1 Toppan Printing Company Tour [announcement]
- 2-3 Copywriting for Fun and Profit (BW) [workshop report]  
Leader: John McCreery
- 3 Technicalities: The Technical Editor  
*Guide for Beginning Technical Editors* [excerpt]
- 4 Perils and Pleasure of Publishing: A Journal from Kyoto (JE) [startup of periodical *Kyoto Journal*]
- 5 Howzzat Again? or the Mystery of the Misplaced Apostrophe [*its* vs. *it's*]
- 5 Misspelling of the month [errors/oddities]
- 5 Embarras de Richesses [errors/oddities]
- 6 Bibliotheca Nipponica [Tokyo-area libraries]  
Japan Foundation Library; JETRO Business Library
- 7 Credit Where It's Due [contributors to this issue]
- 8-9 Tips for Working with Printers [adapted article]  
Source: *The Basics of Printing Economy*, by David E. Robinson
- 9 Damp But Undaunted [report: annual beer party]
- 9 Three Strikes and You're Out [mistakes in *Asia/Pacific Newsweek* article]
- 9 Compelled to Respond (DS) [response to *can't help but*, Newsletter issue 31]
- 9 On and On (FMU) [rule for use: parentheses with successive paragraphs]
- 10-11 Over Their Shoulders [translation comparisons: electronics]  
Translators: Ron Jones, Bill Lise, Keith Wilkinson
- 11 Double Punch (ref: SH) [errors/oddities]
- 11 Janglish [examples of Japanized English]

12 Rough Words in Strings (AS) [infinitives of purpose; multipurpose adverbs]

**No. 33 (December 1987)**

- 1 Fourth Annual Super SWET Special [book publishers discounts]
- 1 New Year Party [announcement]  
    New This Year: Child Care
- 2 Toppan Toured (EW) [report: printing plant tour]
- 2-3 Asahi Shimbun Revisited (GW) [report: newspaper tour]
- 3 Technicalities: STC Opens a Tokyo Chapter [organization description: The Society for Technical Communications]
- 3 Hard Questions [editorial evaluation criteria]
- 4 Ask the Publishing Hexpert [underlining type to be italicized]
- 4 Janglish [examples of Japanized English]
- 5-6 Over Their Shoulders [translation comparisons: short fiction]  
    Translators: Juliet Carpenter, Geraldine Harcourt, Adam Kabat
- 6 It's a Bird, It's a Plane... [errors/oddities]
- 6-7 Not Tonight, Jane: A Progress Report on Machine Translation (FMU)  
[convention report]
- 8-9 Going Freelance (LER) [starting and continuing as a freelancer]  
    Contributors: Jared Lubarsky, writer and foundation executive; John D. Lamb, translator; anonymous editor; Fred Uleman, translator; John Boyd, freelance writer; anonymous translator
- 9 A Purple Plum from the Local Press [incredibly long single run-on sentence]
- 9 Credit Where It's Due [contributors to this issue]
- 10 SWET Directory Update [call for changes and additions]

**No. 34 (April 1988)**

- 1 Toward Discrimination-free Language [workshop announcement]  
    Leaders: William Wetherall, Jocelyn Ford
- 1 Proofreading from A to Z [workshop announcement]  
    Leaders: Susie Schmidt, Suzy Trumbull, Becky Davis
- 2-3 Panel on Nonbiased Communication (FB) [seminar report]  
    Panelists: Susan Chira, *New York Times*; Jim Smith, Associated Press; Kazue Suzuki, Asahi News Service; Suzy Trumbull (moderator)
- 3 The Times on Women [*New York Times* guidelines on words relating to women]
- 3 In with the Wind [errors/oddities]
- 4 Winter Festivities [report: annual New Year party]
- 4 Fourth SWET Special Book Sale [book publishers special discounts]
- 4 Hardware Data Exchange (MS) [call for user experience submissions]
- 4 1988 Directory [issuance announcement]
- 4 Library of Books on Books [Maruzen Nihonbashi resources]
- 5-6 Over Their Shoulders [translation comparisons: religion and politics]  
    Translators: Janet Ashby, Susan Murata, David Swain
- 6 A Tad, A Smidgen, a... Skosh? [English words coined from Japanese]
- 6-8 Bibliotheca Nipponica [Tokyo-area libraries]  
    British Council Library; EC Information/Documentation Section
- 8-9 Ask the Publishing Hexpert [end-of-line word division; need for permission to reproduce]
- 9-11 The Guest Mavin [book reviews]
- 9-10 *The World of Translation: Papers from Conference on Literary Translation* (GH)

- 10 *1988 Writer's Market* (GW)
- 10-11 *War Without Mercy: Race and Power in the Pacific War* (FMU)
- 11 Book Nook (MS) [description: public book storage warehouse]
- 11 Just Say No! [Directory mail list misuse; return-to-sender *kanji*]
- 11 Credit Where It's Due [contributors to this issue]
- 11-12 The Discriminating Eye (MP) [bias-free language]
- 12 Time Warp [errors/oddities]

### **No. 35 (July 1988)**

- 1 Beer Bash Planned [announcement]
- 1 Books Galore [report: SWET used-book fair]
- 1-3 The Graying of SWET (LER) [financial security considerations for later years]
- 3 Proofreading from A to Z (GH) [workshop report]  
Leaders: Suzy Schmidt, Becky Davis, Suzy Trumbull
- 3-4 Watching Your Language (GR) [workshop report: discriminatory language]  
Leaders: Jocelyn Ford, Mary Pasti, William Wetherall
- 4-5 Hardware Info Exchange (MS)  
Product: Epson VP-800 dot matrix printer
- 5 Rough Words (AS) [incorrect preposition choice]
- 5 Summarily Surveyed [SWET members answer Tokyo government questionnaire]
- 6-7 Non-junk Mail (FMU) [review: newsletters relevant to SWET interests]
- 7-8 Writer's Market Japan [proposal to compile]
- 8-9 Over Their Shoulders [translation comparisons: finance]  
Translators: Dan Kanagy, Toru Mori, Jeremy Whipple
- 9 -Headline of the Week [errors/oddities]
- 10 The Logomagus [verb agreement with collective nouns; paean to punctuation]
- 11 Ask the Publishing Hexpert [end-of-line word division]
- 11 Slipped Disk [floppy disk differences]
- 11 In the Black [report: SWET income/outgo]
- 12 Fair Warning [charging of RSVP'd no-shows]
- 12 More on Ordering Books (FMU) [review: Prestige International Book Service]
- 12 Striking Back [dealing with misuse of Directory mailing list]
- 12 Credit Where It's Due [contributors to this issue]

### **No. 36 (November 1988)**

- 1 Getting Started: Washington and Asia [announcement]  
Speaker: James Fallows
- 1 Waiting for a Written Invitation? [call for *Newsletter* contributions]
- 1 Happy New Year [announcement: New Year party]
- 2 Rewriting with the Pros (SS) [workshop report]  
Leaders: Anne Blasing, Laurie Berman, Jiho Sargent, Doreen Simmons
- 3 Uneclipsed Summer Party (LER) [report]
- 3 Better Than Shopping Bags (FMU) [review]  
Book: *Japan Inc.: An Introduction to Japanese Economics (The Comic Book)*
- 4-7 How to List (ref: CC) (ST) [format guidelines for lists]
- 7-8 A Monk by Any Other Name... (JS) [Japanese Buddhism terms]
- 8 A "Little Magazine" from Shitamachi [review]  
Periodical: *Yanesen*

- 8 Hardware Info Exchange (DP)  
Product: Epson V-800 dot matrix printer
- 9 Ask the Publishing Hexpert [finding a publisher]
- 9-10 Greener Pastures? (MS) [advice on coming to Japan to work]
- 10-11 Bibliotheca Nipponica: Scaling the Ivy Walls [Tokyo-area libraries]  
Sophia University (Jôchi) and International Christian University; Keio University
- 11-12 Collectible Retirement Benefits (LER) [applying for Japanese benefits]
- 12-14 Over Their Shoulders [rewriting comparisons: introduction to annual report]  
Rewriters: Jim Keating, Malcolm Sullivan
- 14 Credit Where It's Due [contributors to this issue]
- 14 One Scientist's Definitions [humorous definitions of *typist* and *editor*]

**No. 37 (February 1989)**

- 1 Our Working Tools: Getting the Most Out of References [workshop announcement]  
Leaders: Gerry Harcourt, Suzy Trumbull
- 1 1989 Directory [publication schedule; call for changes, additions]
- 2 Conviviality [report: New Year party]
- 2-3 A Talk With James Fallows (JA) [report: magazine and book publishing]  
The magazine market; The book market; What to write
- 3 An Oasis [SWET membership dues]
- 3-5 SWET for Profit: Financial Planning (ALB) [considerations and steps]
- 5 Hot Off the Presses [review]  
Periodicals: *Gochiso-sama* [food]; *Edge* [literary]
- 5-6 On Buddhist Terms (EL) [letter: term translation choices may mislead]
- 6 On Buddhist Terms (JS) [reply]
- 7-8 A Computer Can Make You a Poorer Writer (LL) [word processing can restrict creativity]  
How the screen monitors us; The pressure of a blink; A thesaurus is for Toshiba; The fault, dear Brutus, is not in the chips; The impossible command
- 8 Travel Writing Contest [*Kansai Time Out* call for articles]
- 9 In Memoriam (WF) [obituary: Alan D. Smith]
- 9-10 Rough Words Again (JS)  
*stock* vs. *share(s)*; prepositions with *study*; *exchange* vs. *replace*
- 10 Ask the Publishing Hexpert [when to italicize]
- 10-11 Greener Pastures? An Addition [advice on coming to work in Japan]
- 11-13 Book Mavin at Work [review]  
Book: *Webster's New World Dictionary of American English*, Third College Edition
- 13-14 The Guest Mavin (MF) [review]  
Book: *A Reader's Guide to Japanese Literature*
- 14-15 Just the Fax, Ma'am [origin and history of the word *fax*]
- 15 Junk Mail: An Update (CB) ["signed" and your name must accompany return *kanji*]
- 15 Reading Translations [guidelines for distinguishing good translations]  
Source: Interview with Burton Raffel
- 15 Ordering Books from the States (ref: RW) [bookstore recommendation: Kroch's and Brentano's]
- 15 Always Check the Boilerplate [errors/oddities]
- 16 Open Invitation [JAT meeting announcement]
- 16 Credit Where It's Due [contributors to this issue]

**No. 38 (April 1989)**

- 1 The Art of the Interview [panel discussion announcement]  
Panelists: David Benjamin, Christine Chapman, Damon Darlin; Jared Lubarsky (moderator)
- 1 Second Spring Book Fair [announcement]
- 2-4 Our Working Tools (SS) [workshop report: research and reference tools]  
Leaders: Gerry Harcourt [translator], Mark Schreiber [writer], Suzy Trumbull [editor]
- 2-3 A Translator's Library (GH)  
Books: *Modern Japanese Literature in Translation; Japanese Literature Today; A Reader of Handwritten Japanese; Nelson's Japanese-English Character Dictionary; Sanseido's New Concise Japanese-English Dictionary; Kenkyusha's New Japanese-English Dictionary; the Kojien Japanese Dictionary; Modern Colloquialisms Revised, Japanese-English; Handbook of Japanese Compound Verbs; Japanese Names: A Comprehensive Index by Characters and Readings; Shogakukan-Random House's English Japanese Dictionary; Ruigo Shinjiten; What's What: A Visual Glossary of the Physical World; Eating Cheap in Japan; The Chicago Manual of Style; SWET's Japan Style Sheet*
- 3 The Writer as Information Processor (MS)  
Publications: *City Source; Japan Yellow Pages; Japan Free Press*
- 3-4 Editing with Style (ST)  
Book: *The Chicago Manual of Style*
- 4 1989 Directory [issuance announcement]
- 4 Graph It [proposed workshop on graph production: call for leader]
- 4 More Rough Words (JS)  
*ban* vs. *bar*; nouns with same form in singular and plural (e.g., *aircraft, chassis, apparatus; media(s)*)
- 5 Ten Fax Commandments (MS) [advice for fax use]
- 5-6 Push Meets Pull (FMU) [increasing demand for J-E translation in the U.S.]
- 6 The Bookshelf (BA) [reviews]  
*Cultural Atlas of Japan; Inventing the Truth: The Art and Craft of Memoir*
- 7 Book Bulletin Board [invitation: book reviews, recommendations, queries]
- 7 Hardware Info Exchange (JS)  
Product: Telephone/Facsimile Automatic Sentinel, New Tech Telefine 102F, Mark II [automatic switching system]
- 7 A Poem for Our Times [faxing]
- 7-8 A Word to the Wise: What Authors Want from Editors  
Excerpt from *An Author's Wish List for Editors*, by Sally Wendkos Olds
- 8-11 Over Their Shoulders [translation comparisons: new-product announcement]  
Translators: Bryan Harrell, Joe Mann, Wayne Root.
- 11-12 Derailed Trains of Thought (ST) [redundancy, faulty grammar, and leaps of logic in J-E translation]
  - 11 Credit Where It's Due [contributors to this issue]
  - 12 Apology [error in "On Buddhist Terms" in *Newsletter 37*]
  - 12 Janglish [examples of Japanized English]

**No. 39 (July 1989)**

- 1 Summer Beer Party [announcement]
- 1 A Swinging Spring Book Fair [report]
- 1-2 You and You Money (SS) [workshop: personal finances]

- Speaker: Deborah Wetmore, financial planner
- 2-3 Kansai Members Arise (LER) [meeting report]
- 3-5 The Elusive Art of the Interview or What to Do When Mickey Mouse Turns You Down (KB) [report: panel discussion]  
 Panelists: David Benjamin, Christine Chapman, Damon Darlin; Jared Lubarsky (moderator)  
 First things first; Making contact; Flattery will get you everywhere; To tape or not to tape; Standards and practices; Best-laid plans
- 5 More Rough Words (JS)  
*give vs. hold for events; common sense / consensus / general opinion; rated highly; feel well vs. feel good*
- 5-8 The Enigma of Karel van Wolferen: – Two Reviews of a Controversial Bestseller  
 Book: *The Enigma of Japanese Power: People and Politics in a Stateless Nation*  
 Kicking Sacred Cows (ST)  
 The Conspiracy of Japanese Power (FMU)
- 8-9 Translation Prize for Literature: Entries Sought from American Translators
- 9 Hints for the Computer Semiliterate (BD) [considerations: need for disk conversion]
- 10 Credit Where It's Due [contributors to this issue]
- 10 Enganese [errors/oddities]
- 10 Picnic! [announcement]

**No. 40 (October 1989)**

- 1 The Translator's Art: Reflections on *Salad Anniversary* and Other Translations [meeting announcement, Kansai]  
 Speaker: Juliet Winters Carpenter, literary translator
- 1 Tour of the National Diet Library [announcement]
- 1-2 Computers Don't Bite (Much): Two SWET Workshops in November [announcement]
- 2 Kansai Members Organize [meeting report]
- 2 Summer Beer Party [report]
- 2 Picnic [report]
- 2 Who Was That Masked Man? (MC) [errors/oddities]
- 2 Credit Where It's Due [contributors to this issue]
- 3-4 Over Their Shoulders [translation comparisons: architecture]  
 Translators: Laurie Berman, John Lamb, Lynne Riggs
- 4 Just the Phax, Ma'am (FMU) [suggested spelling change to match *phone*]
- 4-8 Members' Choice: Brief Book Reviews
- 4 *Love in the Time of Cholera* (CY)
- 4 *Webster's Dictionary of English Usage* (JW)
- 4 *Arslan* (DJ)
- 5 *The Rise and Fall of the Great Powers* (FMU)
- 5 *Speaking Out Fighting Back* (JY)
- 5 *The Alphabet Effect* (GU)
- 5 *Ender's Game; Speaker for the Dead* (MG)
- 5 *A Common Room: Essays 1954-1987* (JV)
- 5-6 *The Soong Dynasty* (KM)
- 6 *Ransom* (BS)
- 6 *The Transitive Vampire: A Handbook of Grammar for the Innocent, the Eager, and the Doomed* (JS)

- 6 *Information Anxiety* (BH)
- 6 *Dispatches* (GR)
- 6 *Talking Straight* (FJH)
- 7 *At Risk* (SS)
- 7 *Opera and Ideas: From Mozart to Strauss* (DT)
- 7 *Womansword* (ALB)
- 7 *Stark* (GH)
- 7 *A Weaver's Garden* (GD)
- 8 *Language, Gender, and Professional Writing: Theoretical Approaches and Guidelines for Nonsexist Usage* (FB)
- 8 *The Power Game* (AG)
- 8 I Know Some of Us Work Cheap, but... (BH) [errors/oddities]
- 8-9 English as a First Language (JM) [difficulties of maintaining and improving native English while in Japan]
- 9-10 Take a Seat (MS) [considerations in choosing ergonomic chairs]  
A Look at What's Available
- 10-11 Ten Commandments of Phototypesetting [humorous advice by famous typesetter Hermann Zapf]
- 11-12 Styles of the Times [many "proper" word choices]  
Excerpt from 1881 style manual *The Verbalist*, by Alfred Ayres

**No. 41 (February 1990)**

- 1 Proofreading from A to Z [workshop announcement]
- 1 See You at the Fair [announcement: Tokyo International Book Fair]
- 1-2 The Big Ten [10th anniversary; call for nominations: best Newsletter articles]
- 2 A Fine Time... [report: New Year party]
- 2-3 Learning to Live with Computers (PM, KO) [workshop report: orientation, selection, problems]  
Leader: Jiho Sargent
- 3-4 The Translator's Art / "Reflections on *Salad Anniversary* and Other Translations" (JH) [Kansai meeting report]  
Speaker: Juliet Winters Carpenter
- 4 *Mangajin* [announcement: new magazine]
- 4 Foot in Furrow [idiomatic meaning: "buying the farm"]
- 4-5 Worth Reading: A New Journal (FMU) [review]  
Journal: *Bungei Shunju Digest*
- 5 Help! [call for Newsletter volunteers, submissions]
- 6-7 Survival Tips for Returnees (PG) [relocating to America]
- 7-8 My Computer Spilleth Over [word processor spelling checkers; reprint from *Scholarly Publishing*]
- 8 More Rough Words (JS) [prepositions in collocation]
- 8 Software and Book Review (RB) [program: dBASE III PLUS]  
Book: *The ABCs of dBASE III PLUS*
- 8 Building Bridges [Stone Bridge Press: call for MSs, personnel]
- 9,10,12 Members' Choice: Brief Book Reviews
  - 9 *Chaos* (JMcC)
  - 9 *Lonesome Dove* (DS)
  - 9 *Family Planning in Japanese Society* (BSS)\* \* = Name not on Contributors list
- 9 *Bicycle Days* (RK)
- 9 *The Coelura* (TN)
- 9-10 *Pregnancy and Childbirth* (MS)

- 10 *Watchers* (JA)
- 10 *Three Little Words* (TR)
- 10 *Neuromancer; Count Zero; Mona Lisa Overdrive* (JMcC)
- 10 *The Peter Pyramid* (RK)
- 10, 12 *Hot Money* (JA)
- 12 *Hardball* (FMU)
- 11 First International Japanese-English Translation Conference (ref: RSMcC)  
Conference Program; Great Company; Fees

#### **No. 42 (May 1990)**

- 1 The Ins and Outs of Translating [workshop announcement]  
Leader: Frank Baldwin, Translation Service Center
- 1 T-Shirts! T-Shirts! T-Shirts! (ref: CY, BD) [SWET T-shirt sale]
- 1 Literary Writing and Publishing: [Kansai event announcement]  
Speaker: Richard Evanoff, editor of *Edge*
- 2 Proofreading from A to Z (JH) [two-day workshop report]  
Leaders: Becky Davis, Susie Schmidt, Suzy Trumbull
- 2 Book Sale [report]
- 2-3 Handy Post Office Services (GH) [suspending delivery; express mail]
- 3-4 What Do Editors Want? (JL) [criteria for freelance articles]  
Magazines: *Winds; Business Tokyo*
- 5-6 Resources for Science Editors (PY)  
American Medical Writers Association (AMWA); Council of Biology Editors (CBE); European Association of Science Editors (EASE)
- 6 Priming the Pump (DR) [adept English in fiction]  
Excerpts: *The Russia House* by John Le Carre
- 6-9 Over Their Shoulders [translation comparisons: humor]  
Translators: Doreen Simmons, Suzy Trumbull, Fred Uleman
- 9 Tax Troubles for Americans? –[IRS interest in overseas nonfilers]
- 10 Help for Graying SWETers [information on pensions, life insurance, wills]  
Resource: *Now You Live in Japan: A Handbook of Essential Knowledge for Resident Foreigners*, published by *The Japan Times*
- 10 SWET's *Japan Style Sheet* [3rd printing now on sale]

#### **No. 43 (September 1990)**

- 1-2 The Ins and Outs of Translating [workshop announcement]  
Leader: Frank Baldwin, Translation Service Center
- 1-2 Famous Typographers (ST) [exhibit report: Paul Rand, Herb Lubalin]
- 2-3 SWET Kansai Meets *Edge* (JH) [Kansai event report]  
Speaker: Richard Evanoff, editor of *Edge*
- 3 Beer al Fresco [party report: SWET's annual beer bash]
- 3-5 What Do Editors Want? (JL) [criteria for freelance articles]  
Magazines: *Intersect; Tokyo Time Out*
- 5 Hardware Review / The Joys of DynaBook (JS) [laptop computer: Toshiba J-3100SS]
- 5-6 The First IJET Conference (GH) [conference report]
- 6-7 Mail Order for PC Users(PJ) [ordering hardware and software from overseas]
- 7 Software Review: The Norton Commander (RB) [utility program]
- 7-8 More Rough Words (JS) [misuse of negatives]

#### **No. 44 (November 1990)**

- 1 Taxes Deciphered [seminar announcement]



- Leaders: Kenji Miyako, tax lawyer; Garry Royce, tax advisor
- 1-2 Reflections on a Decade (LER) [retrospective: SWET's first 10 years]
  - 2-3 Steering Committee Report [activity plans: next 6 months]
    - 3 Lecture on Copyright Law (ES) [report]
      - Speaker: Mieko Yamaguchi, copyright lawyer
  - 3-4 Successful Kansai B&B Sale (MA) [book and bake sale]
    - 4 Tips on Publishing in Japan
      - Booklet: *Practical Guide to Publishing in Japan* by the Japan Foundation and the Publishers Association for Cultural Exchange, Japan (PACE)
    - 4 *Wordcraft*: The Book [collection of *Newsletter* columns: progress report]
      - SWET Publication: *Wordcraft: Writing, Editing, and Translating in Japan*
  - 4-5 Food for Thought [editing as a career for women]
    - Excerpt from *Working Woman* magazine article on "10 Worst Careers" for women
  - 5-6 What Do Editors Want? (JL) [criteria for freelance articles]
    - Magazines: *The Tokyo Weekender*; *ADAPT Japan*
  - 6-8 Software Reviews
  - 6-7 Pitfalls in dBASE III PLUS (RB) [database management]
  - 7-8 PC Globe Version 3.0 (BdeM) [geographical displays]
    - 8 The Last Recycle (FMU) [information for organ and body donors]
  - 9-10 A Pioneer Translator/Printer: William Caxton [life and work]
  - 10 New Year Party [announcement]
  - 10 Save Your Books! [reminder: upcoming SWET book sale]

**No. 45 (March 1991)**

- 1 Presenting Yourself [workshop announcement: effective communication]
  - Leader: Joseph Britton, Media & Communications, Inc.
- 1 You and Your Money (ref: GM) [Kansai seminar announcement: personal financial planning]
  - Leader: Deborah Wetmore, financial consultant
- 2-3 Doing It by Design: The Computer as a Design Tool (ref: HB) (BD) [workshop report]
  - Leader: Dana Levy, publications designer
- 3-4 Taxes Deciphered (TF) [seminar report]
  - Leaders: Kenji Miyako, tax accountant; Garry Royce, CPA
- 4 A Good Time... [report: New Year party]
- 4-5 *Wordcraft* on Sale [SWET publication now available]
- 5-7 The Language of Buddhism (JS) [choosing correct nuances: specific pitfalls]
  - 7 Setting Freelance Fees [determining base rates for a business: 7 steps]
    - Excerpt from Barbara B. Reitt's article in *Women in Scholarly Publishing*
- 8-10 Qualifying as a Translator (LER) [means of gaining proficiency]
- 10-12 The Publishing Hexpert [character counts, copyfitting; capitalization after colon]
  - 12 Tokyo Book Sale [announcement]
  - 12 Kansai Book & Bake Sale (ref: MA) [announcement]

**No. 46 (June 1991)**

- 1 Beer Party [announcement]
- 1 Coming Attractions [future workshops: desktop publishing, video script writing, freelance writing, book manufacture]
- 1 1991 Directory [issuance announcement]
- 1 *Wordcraft* [SWET publication available]

- 1-2 Science Editing (SS) [workshop report]  
Leader: Patricia Yamada
- 2 Workshop to Be Repeated [science editing, due to overflow]
- 2-3 Money Comes to Kansai (JH) [Kansai seminar report: personal financial planning]  
Leader: Deborah Wetmore, financial consultant
- 3-4 Presenting Yourself (ES) [workshop report: effective communication]  
Leader: Joseph Britton, Media & Communications, Inc.
- 4 Book Fair [report]
- 4-5 Why Buy a Modem? (MH) [use benefits]
- 5-6 Recycled Paper (CY) [recycled paper products]
- 6-7 Spare That Tree!: Tips from a Writer (MS) [paper recycling: personal efforts]
- 7 Recycling Begins at Home (CY) [recycled paper considered for *Newsletter*]
- 8-9 Unrigged Qualifications (FMU) [translator necessities: understanding source, expressing accurately]
- 8 Independent Study (SH) [University of California extension program]
- 8 Green Essay Contest [environmental insights]  
Sponsors: *The Japan Environment Monitor* and *Namaenonai Shimbun (Nameless Newspaper)*
- 8-9 Books by Mail (CY) [book service: Wanderlust Books]
- 9-10 Ancient Recyclers [recycling through the ages]  
Excerpt from an article in *The Economist*
- 10 Ordering Books by Mail [book service: Book Call]

**No. 47 (September 1991)**

- 1 Moving Words for Moving Images: The Techniques of Scriptwriting [workshop announcement]  
Leader: Jill Gribbin, Japonica House. Ltd.
- 1-2 Desktop Publishing: Getting the Most from Your Mac [workshop announcement]  
Leaders: Hunter Brumfield; Ted Mills, Windows, Inc.
- 2 Summer Suds [report: beer and networking party]
- 2 Successful Kansai Book Sale [report]
- 2-4 The Book Mavin [reviews]  
Books: *The Japanese-English Zen Buddhist Dictionary*; *A Glossary of Zen Terms*
- 4-5 The Art of the Review (GH) [opinion]  
Interviewed: Donald Richie, author
- 5-6 Setting Translation Rates (FMU) [considerations]
- 5-6 Book Note (RK) [recommended reference: securities market]  
Book: *Investments*
- 6-9 Good Technical Papers (JS) [considerations, analysis of three samples]  
Subheadings: Typical papers; Possible modifications of examples; Recommendations
- 9-10 Beyond Recycling [environmental effects of recycle chemicals]
- 10 Incompatible? (ref: MH) [IBM/NEC disk-reading software]

**No. 48 (January 1992)**

- 1 New Year Party [report]
- 1 Save Those Books [reminder: upcoming SWET book sale]
- 1 SWET in Kyushu (ref: JT) [meeting report: SWET and JAT members consider local chapter]

- 1-3 Desktop Publishing (BD) [workshop report]  
Leaders: Hunter Brumfield; Ted Mills, Windows, Inc.
- 3-4 Scriptwriting Workshop (ST) [workshop report]  
Leader: Jill Gribbin, Japonica House. Ltd.
- 4 Font of Fonts [computer font catalogue offered]  
Catalogue: *Font & Function* by Adobe Systems Japan
- 4-5 What Do Editors Want? (JL) [criteria for freelance articles]  
Magazines: *Tokyo Journal*, *Japan Times Weekly*
- 5 The Book Mavin (JS) [reviews]  
Book: *Technical Writing and Professional Communication For Nonnative Speakers of English*, International Edition
- 6 Translate the Punctuation! (RSMcC) [*kakko*; implications of punctuation choice]
- 6-8 SWET Online / Computer Communication for Fun and Profit (CW) [hardware, software, use]
- 8-9 Unauthorized Reprint [author complaint: errors, lack of permission; SWET apology, permission checklist]  
Excerpt from survey article on Zen reference works by Urs App
- 9-11 What *Is* Paper, Anyway? [research report: paper as an information storage medium]  
From *Newsletter of the Commission on Preservation and Access*; Peter G. Sparks, author
- 11 Translators' Guide [business tips booklet offered]  
Booklet: *A Practical Guide for Translators*, by the Northern California Translators Assn. (NCTA)
- 11 The First Book Designer [revolutionary design ideas of Aldus Manutius]

**No. 49 (April 1992)**

- 1 Directory Update &c [distribution imminent]  
*Romaji* only, please! [no *kanji* on information to SWET]
- 1 Picnic Time [announcement]
- 1-3 Financial Editing (KM) [workshop report]  
Leaders: Michael Evans and Murray (Jack) Jackson, IR Japan, Inc.
- 3-4 No IJET-3 Stamp (FMU) [conference announcement: no commemorative stamp; events; fees]  
Conference: International Japanese-English Translation
- 4-6 Communications Hardware: Buying a Modem (CW) [considerations]
- 6 Laser-Printing Kanji (JS) [software report]  
Software: *Smart Characters for Students*, by Apropos, Inc.
- 6 Lost in Mid-Atlantic (MMcD) [differences between British and American English]
- 7 Service Marks Protected [new Japanese law; information offered]
- 7-9 More About Modems (MH) [sources, features, cost]
- 9-10 Designers and PostScript: Type Usage Among *U&lc* Readers [survey]  
Excerpt from *U&lc (Upper and Lower Case)*; Cynthia J.D. Hollandsworth, author]  
Subheadings: PostScript's Popularity; Expanding Type Libraries; QuarkXPress Versus Aldus PageMaker; Type Sources; PostScript's Strengths and Weaknesses; Popular Typefaces
- 10-12 Ask the Publishing Hexpert [use of Registered and Trade Mark symbols; hyphenating compound modifiers]

## No. 50 (August 1992)

- 1 Summer Party [announcement]
- 1 The Great SWET Survey (enclosed with *Newsletter*) [announcement]
- 1 Fall Highlights [future workshops: typography; financial planning; markets for freelance writers]
- 2 Steering Committee Report [organization's status; upcoming events; core member functions]
- 2 Kudos and Brickbats (ref: JS, ES) [Directory: efforts; mail misuse; *romaji* submissions]
- 2 (Almost) Rained Out [picnic report]
- 2-3 I Went to IJET... (ES) [attendee report]  
Conference: Third International Japanese-English Translation Conference
- 3-4 A Tale of Two Modems (JS) [purchase requisites: state all needs clearly; get own-language manual]
- 4-7 Over Their Shoulders (ref: MT) [translation comparisons: food]  
Translators: Bryan Harrell, Lynne E. Riggs, Bruce Walker
- 7-8 An IBMer Buys a Mac (BdeM) [user needs dictate brand choice]
- 8-9 True to Type (BD) [bad results printing italics]
- 9-10 Literary Contest [call for submissions]  
Contest: Takeshi Kaiko Award; sponsor: Suntory, Ltd.
- 10-13 Translating with Style (1) (JW) [sample analyzed for style choices, consistency, usage, etc.]  
Subheadings: Basic pointers; References; Dictionaries; Style guides; Usage guides
- '13-14 True Confessions [announcement citing plagiarism]  
*Phantoms* by Dean R. Koontz copied by *The Crawling Dark* by Pauline Dunne

## No. 51 (November 1992)

- 1 The Freelance Sweepstakes / Making It as a Freelance Writer [panel discussion announcement]  
Panelists: Kathy Morikawa; Angela Jeffs; Mark Schilling; Mark Schreiber; Mike Boxall, editor, *PHP Intersect*; Gregory Start, editor, *Tokyo Journal*
- 1 Directory Updating [reminder, e-mail addresses]
- 1-2 Cash and Carry [tips for paying SWET dues]
- 2-4 Planning Ahead Financially / "The Seven Ps of Financial Planning" (NR)  
[presentation report]  
Speaker: Tim Cornwall, Banner Overseas Financial Services  
Topics: Retirement Planning Timetable [goals for each age bracket]; Retirement Planning Work Sheet [sample]
- 4 Books International (SS) [report: Tokyo Book Fair]
- 5 100 Books from Japanese (SS) [meeting report: group plans publication]
- 5-8 Translating with Style (2) (JW) [tips on consistency, correctness]  
Japanese-to-English pointers; Conclusion
- 8-9 Redacting with Style (MM) [polishing the prose style of text in Translating with Style (2)]
- 9 Tricks of the Trade [professional tips from SWET members]
- 9 A Great Place for Macintosh Software &c (BD)
- 9 Watch Your (Letter) Head!
- 10-12 Notes from Interlingual Hell / The Translation of Essays and Journalistic Prose (LER) [approaches and steps]  
Subheadings: An inviting title; The lead paragraph; Restructuring the text;

- Mixing metaphors; Checking quotations
- 12-13 Hobson's Choice of Printers (BD) [hardware review]
  - Printer: Oki Microline 801PS
  - Subheadings: Unadvertised facts; Hidden facts
- 13-14 How Much Is Enough? [views on workload amount and control]
  - 14 True to Type (BD) [Adobe Type Manager; expanding type library; low and high resolution]

### **No. 52 (January 1993)**

- 1 Typographic Literacy: An Introduction to Typographic Design [workshop report]
  - Leader: Becky Davis
- 1-2 The January SWET Calendar [announcements: New Year party; modem workshop]
- 2 Six Big Ones Newsletter becomes bimonthly; submission requirements]
- 2-3 The Freelance Sweepstakes (SS) [panel discussion report:]
  - Panelists: Kathy Morikawa; Angela Jeffs; Mark Schilling; March Schreiber; Mike Boxall, editor, *PHP Intersect*; Gregory Start, editor, *Tokyo Journal*
- 4-6 1992 SWET Survey Tabulated (LER) [response report]
  - Table: 1992 SWET Survey Results at a Glance
- 6-7 Hobson's Choice Revisited (HB) [hardware review: response to Issue 51 article]
  - Printer: Oki Microline 801PS
- 7 Rough Words (JS) [prepositions, pronouns]
- 7-11 Electronic Networking (PO) [getting started]
  - Subheadings: 1. Get a modem! 2. Join a BBS! 3. Try TWICS!
- 11 TWICS Demonstration (ref: EB)
- 11 SASE International (ER) [*kakusai honshinryo kittle*: international postage coupon]
- 11-12 The Art of Reviewing Books (JG) [considerations]
- 12-13 Ask the Publishing Hexpert copyrighting, registration]
- 13-14 True to Type (BD) [service bureau: services of, preparing work for]
  - Plus Pack Update [availability, contents]
- 14 Visas for Freelancers [ways to qualify]
- 14-15 Three for '93 [style reference texts: forthcoming revised editions]
  - Books: *Chicago Manual of Style*; *CBE Style Manual*; *Handbook on Bias-Free Language*
- 15 BBS for SWETers (ref: KW) [orientation to share BBS]
- 15 Fiction Contest [announcement: *Abiko Quarterly Literary Rag*]
- 15 Tricks of the Trade [pencil graphite on labels harms storage media]

### **No. 53 (March 1993)**

- 1 Spring Book Fair [announcement]
- 1 1993 SWET Directory [issuance announcement]
- 2 New Year Party [announcement]
- 2 News from Kansai [future workshops: financial panning, freelance writing, computer skills, typography]
- 2-3 Modem Clinic (MZ) [workshop report]
  - Leader: Keith Wilkinson. Also Patrick Hochner, P&A BBS; Tim Burrell, TWICS
- 3-5 Becoming Typographically Literate (JS) [workshop announcement]
  - Leader: Becky Davis

- 6 In Memoriam [obituary: Donald L. Philippi, 1930-1993]
- 7 Freelancing in the Country (JR) [working rurally]
- 7-8 IJET-4 [conference announcement: International Japanese-English Translation]
- 8 Book News [review: new bulletin]  
Periodical: *Japanese Book News*
- 8 The Good Word [*lethologica*: temporarily forgetting words, names]
- 9 True to Type (BD) [printing black-and-white photos]
- 10 Rough Words (JS) [*lobby*; *usual/common/widespread/popular*]
- 10-11 Toward Nonbiased Language: Describing People with Disabilities [common errors]  
Subheading: A Select Glossary  
Reference: *Guideline for Reporting and Writing About People With Disabilities*
- 12 Tricks of the Trade [discouraging unwanted faxes]

#### **No. 54 (May 1993)**

- 1 Computer Skills Workshop (ref: RS) [workshop announcement: Macintosh for writers, editors, translators]
- 1 SWET's New Address [change to Asaka-shi, Saitama; also new fax]
- 1 Dues Rising [from Y3000 to Y5000]
- 1 1993 Directory Published [issuance announcement]
- 1-2 Book Fair [report]
- 2 Freelancing in Kansai (RS) [Kansai lecture report]  
Speaker: Rich Blumm, writer  
Recommended book: *On Writing Well: An Informal Guide to Writing*

#### *Nonfiction*

- 2-3 High Finance (RS) [Kansai lecture report]  
Speaker: Robert Imrei, investment counselor and financial writer  
Topics: Japanese income taxes; U.S. income taxes; Investing and saving
- 3-4 On Editing (DS) [editor's authority: scope, responsibilities, privileges]
- 5 Book Mavin at Work (BD) [reviews]  
Book: *How to Check and Correct Color Proofs*
- 6 Blaming the Victim (ER) [careless word choice reverses intended meaning]
- 6 Medical Wordsmiths Unite [meeting announcement: Medical Interpretation and Translation Assn. (MITA)]
- 7 True to Type (BD) [em dashes; recycle symbols]
- 7 Directory Update [changes]
- 7 Newsletter Submissions [requirements]

#### **No. 55 (July 1993)**

- 1 Summer Beer Party [announcement]
- 1-2 SWET Goes Electronic [on-line with TWICS]
- 2 Dues News [application of new rate adjusted to member's renewal date]
- 2 Rough Words (JS) [*compromise* versus *compromising*; participials first]
- 3-7 Over Their Shoulders: The Editor's Red Pencil [edit/rewrite comparisons: essay]  
Editors/rewriters: Murray Jackson, Gretchen Mittwer, Kathy Ono; "phantom editor"
- 7-8 One Writer's Markets (KM) [process of writing and marketing articles]
- 8 A Translator Interprets (BL) [experiences: legal interpreting]
- 9-10 True to Type (BD) [how number of pages affects production costs]

- 10 Here's the News (ER) [interrelation between newspaper articles]
- 11-12 The Free Life (MMcC) [experience: becoming a freelancer; considerations]
- 12-13 A Publishing Lexicon [humorous definitions]
- 13 Poofreader's Marcks [humorous definitions]
- 13-14 Writing a Blurb [eight rules]

### **No. 56 (September 1993)**

- 1 What Do Translators Do? [panel discussion announcement]  
Panelists: Andy Graham, Gaynor Sekimori, Ed Chmura
- 1 Cancellation [Kyoto typography workshop cancelled]
- 1-2 How to Lose Dues (JS) [problems with member information received]
- 2-3 IJET-4: Report from Down Under (FMU) [conference report: International Japanese-English Translation]
- 4-5 True to Type (BD) [producing macrons on a Macintosh computer]
- 5 Survival Tips: International Express Mail [details of use]
- 5-6 Book Mavin at Work (JR) [review]  
Book: *They Went: The Art and Craft of Travel Writing*
- 6 Books in Brief (KW) [reviews]  
Books: *The Desktop Publisher's Idea Book*; Marianne Carroll's *Super Desktop Documents with Microsoft Word 5.0 for the Macintosh*
- 6-7 Hi-tech Travelers: Be Wary (HB) [thieves target small electronic items]
- 7 Thinking of Rushdie [essay: writer's courage in face of oppression]  
Article from *The New York Times* by Paul Auster
- 8 Font News (KW) [software availability]  
Software: Microsoft True Type Master Set for the Macintosh

### **No. 57 (November 1993)**

- 1 Translators' Roundtable [Kansai forum announcement]  
Speakers: John Munroe, Don Todt, Richard Sadowsky
- 1 Directory Update [submission instructions; address label information]
- 1 It's Your Newsletter [call for contributions]
- 2 Translating Vs. Interpreting (ER) [differences: spoken vs. written, culture-specific standards]
- 2-3 Book Mavin at Work (JR) [reviews]  
Books: *Honk If You're a Writer: Unabashed Advice, Undiluted Experience, and Unadulterated Inspiration for Writers and Writers-to-Be*; *The Tools of the Trade*
- 3-5 Good to Have Handy (ES) [tips and products for protecting hands from RSIs (repetitive strain injuries)]  
Pamphlet: "10 Steps to Healthier Computing"  
Special equipment suppliers: Kinesis Corporation; Industrial Innovations, Inc.; Key Tronic Corp.
- 5 Japanese Best Sellers [Japanese-language top 10 books, various genres]
- 5 Flu Shots for SWETers (KW) [availability, cost]

### **No. 58 (January 1994)**

- 1 Winter Party [announcement]
- 1 Publishers and Publishing [lecture announcement]  
Speaker: Beth Kirsner, independent U.S. publisher
- 1-2 Tokyo Book Fair [announcement]
- 2 Translation á la Carte (GH) [panel discussion report]

Panelists: Andy Graham, Gaynor Sekimori, Ed Chmura

- 3 Kansai Notes (RS) [workshop reports]  
Subheadings: Translators' workshop; Resume writing
- 3 IJET-5 Taking Off [conference report: International Japanese-English Translation]
- 4 True to Type (BD) [printer output resolution quality; read-direction of vertical photo credit line]
- 4 To God as Editor (GH) [poem by Geoffrey Dearmer]
- 5 "Dial-in" Phone for Fax or Modem (JS) [service plus hardware provides multiple telephone numbers for telecommunications modes]
- 5 Books by Wire [Stateside book ordering service: Book Call]
- 6 Book Builder Crossword [publishing-oriented puzzle]
- 6 Weird and Wonderful (ER) [selected examples of misuse]
- 6-7 Open Letter to SWETers: A Request for Advice [call for university course content and materials advice]  
Course: "Describing Japanese Culture", Bernard Susser, Doshisha Women's Junior College, Kyoto
- 7 Nonsense Words Win Awards [examples from Gold Bull award for nonsense English, from Britain]

#### **No. 59 (March 94)**

- 1 Spring Book Fair [announcement]
- 1 1994 Directory [issuance announcement]
- 2 Party Time [winter party report]
- 2 Crossing Bridges (KO) [announcement: party to launch textbook]  
Book: *Bridges to Cross* [articles from the Association of Foreign Wives newsletter]
- 2 Membership Blues [policies regarding dues renewal]
- 2-3 Translating vs. Interpreting: A third viewpoint (GP) [differing cultural approaches to translating]
- 3-4 WordPerfect Version 6.0 (JS, KW) [software review]
- 4-5 Book Mavin at Work (MM) [review]  
Book: *Translating Poetry: The Double Labyrinth*
- 5 To Hell with Video (ER) [selected examples of misuse]
- 5-6 Rough Words (JS) [mistakes in deciding spelling and grammar by ear]
- 6 I Love It When You Talk Commas [essay: "literate" versus "numerate" people as science editors]  
Article from the *British Medical Journal* by Prof. James Owen Drife
- 6-7 Book Mavin at Work (BDeM) [review]  
Book: *Doublespeak: From Revenue Enhancement to Terminal Living, How Government, Businesses, Advertisers, and Others Use Language to Deceive You*

#### **No. 60 (May 1994)**

- 1 Demand and Supply [questionnaire responses: workshop and *Newsletter* topics]
- 1-2 Updating Our Style [forthcoming *Japan Style Sheet* update: call for suggestions]
- 2 Booked Solid [report: SWET book fair]
- 2 Postal Account Renumbered [using new number is vital in remitting to SWET]
- 2 Translators' Network (FMU) [JAT (Japan Assn. of Translators) inaugurates e-



- list]
- 2 More on Dialing In (DS) [hardware: user report]  
Hardware: NEC Speax 20
- 3 Rough Words (JS) [mistakes in deciding spelling by ear]
- 3-4 The Reluctant Translator (CL)\* [moral considerations for translators]
- 4-6 Wordwrights 1: The Business of Being a Writer (WWW) [tips for handling the business aspects]  
Article by David Tracey, freelance writer; commentary by WWW

#### **No. 61 (September 1994)**

- 1 Mis-usage [11 often-misused words]
- 1 Resources for Specialists [organizations useful for science editors]
- 2-3 Over Their Shoulders [translation comparisons: enka]  
Translators: Janet Ashby, Ann Cary, Gavin Frew, Margaret Mitsutani, Kathy Morikawa, Mary Noguchi, Fred Uleman
- 4 Plus Ça Change (JS) [document version control]
- 5-6 "100 Japanese Books" (LER) [report: organization promoting publication of Japanese books in English]  
Subheadings: An Update; Titles Published to Date; Forthcoming; Staff of The Association for 100 Japanese Books
- 6 Typography Lives! [periodical review]  
Periodical: *Serif*
- 7-8 Wordwrights: Freelance and Financial (WWW) [the business of freelance writing]  
Featured: Alexandra Black, financial writer; comments by WWW
- 8 The Slow Lane [The Lead Pencil Club]
- 8 True to Type (BD) [poor kanji print in smaller sizes]
- 9-11 Your Work on TV? A View from the USA [copyright, privacy protection for computer-screen material]  
by Susan G. Lesch, reprinted from *TidBITS*
- 11-12 Upgrade Abuse! [computer product mediocrity, planned obsolescence, cost]  
by Joe Santoro in *Art Direction*  
Subheadings: The New Razor Blade Business; A Worthwhile Upgrade

#### **No. 62 (November 1994)**

- 1 The World from Your Desktop: Making Friends with the Internet [workshop announcement: electronic communication]  
Leader: Eric Bossieux, Technological Transformations International
- 1 One-day Writing Workshop [Kansai announcement]  
Leader: Linda Crawford
- 2-4 Dialogue on Translation [professional latitude, responsibility]
- 2-3 A Mangled Message (LER)
- 3-4 "Fat Horse Talk" (CDW)
- 4 Help Wanted [call for volunteers for SWET activities and functions]
- 5 Boons and Doggles (JS) [review: several online word tools by Anu Garg]
- 5-6 The Book Mavin Returns: Professional Reading [book reviews]  
5 *The Elements of E-mail Style* (FMU)
- 5-6 *The Programmer's Survival Guide: Career Strategies for Computer Professionals* (KW)
- 6-7 Wordwrights: Words for Sale [freelance writing as a business]  
Featured: Bill Williams
- 7-9 Getting Started: A Freelance Writer's Guide to the Magazine and Journal

Market in Japan (KM) [input from editors of leading periodicals]  
Periodicals represented: *Kansai Time Out*; *The Imperial*; *Japan Related*;  
*Japan Times Weekly*; *Mangajin*; *PHP Intersect*; *Tokyo Journal*; *Tokyo*  
*Today*; *Wingspan*

9-12 Over Their Shoulders (FMU) [translation comparison: business conference  
report]

Translators: Ruth McCreery, Suzanne Trumbull, Richard Walker

12 Money (FMU) [benefits of raising your rates]

### **No. 63 (January 1995)**

1 Using the Internet: An Exploration [lecture announcement]

Speaker: Stephen Anderson, Center for Global Communications

1 SWET "Town Meeting" (FMU) [report]

2-3 Making Friends with the Internet (SS) [workshop report: electronic  
communication]

Leader: Eric Bossieux, Technological Transformations International]

3 IJET-6 (FMU) [conference report: International Japanese-English Translation]

3 Our Slip Is Showing [omissions from issue 63 "Getting Started"]

Periodicals represented: *Japan Times Weekly*, *Japan Quarterly*, *Tokyo Time*  
*Out*

4-5 Appreciating Translation (and Translators) (LER) [significance of translation  
in global communication age]

5 Hardware Review (AA-M)

[Hardware: Hitachi Hi-Twin Fax/Copier

5-7 Wordwrights: Writing for a Living [the business of freelance writing]

Featured: Mark Schilling

7 Computing as Religion [aligning Mac and Windows]

by Umberto Eco, reprinted from Italian newsweekly *Espresso*

7 Pension Refunds (KW) [how to claim when leaving Japan]

8 The Ultimate Rejection? [rejection form letter]

### **No. 64 (March 1995)**

1 Book Sale Needs a Home [new storage place needed]

1-2 Town Meeting Held [report]

Subheadings: Coordinators Wanted; SWET Online

2-3 Using the Internet (JG) [lecture report]

Speaker: Stephen Anderson, Center for Global Communications

3 Party Line [New Year party report]

3 A Cloaca of Pigeons [humorous collective nouns]

4 Rough Words (JS) [*cannot help but*; *uncharted*; *plumb*]

4-5 Can Translation Be Taught? (JA) [considerations]

by Leanne Eames in *The Forum*

5-6 True to Type (BD) [differing appearance of same typeface]

6 How Come? (CY) [errors in *The Shipping News*]

6-8 Inclusive Language and Translations (SS) [considerations for Japanese-to-  
English translators]

### **No. 65 (May 1995)**

1 Town Meeting [SWET meeting announcement]

1-2 Telecommunications Workshop for Macintosh Users [workshop  
announcement]

Leader: Keith Wilkinson

- 2 Books Change Hands [SWET book fair report]
- 2-3 Can Translation Be Taught? (JW) [considerations]
- 3 Found in Passing (BdeM) [Internet board: *Technical Writers*]
- 3-5 Editor's Corner: Preparing for the New Realities (DD) [professional training resources]
  - Subheadings: Correspondence Courses through U.S. Department of Agriculture; University Courses in Japan
- 5 Do-It-Yourself Publishing [call for input of members' experiences]
- 6-10 Handling Translation Clients (MMcD) [responding to "unacceptable" client changes]
  - Contributors: Frank Baldwin, Steve Comee, Ken Jones, Martha McClintock, Elizabeth Oswald, Wayne Root, Mark Schreiber, Fred Uleman, Keith Wilkinson
- 10-12 Japan on the Internet [English-language resources on Japan]
  - Subheadings: FTP; LISTSERV Mailing Lists; USERNET Newsgroups; World Wide Web; "Japan on the Internet" Addresses

#### **No. 66 (July 1995)**

- 1 Summer Party [announcement]
- 1-2 Town Meeting (ref: SS) [report: June; re *Newsletter*; announcement: July]
- 2 IJET-6 in Vancouver (FMU) [conference report: International Japanese-English Translation]
- 3 Writing the Book Review (JD) [considerations]
- 4-6 For Your Reference (EO) [SWETers' favorite fact-checking resources]
  - Contributors: Paul Cipywynk, Robert Juhl, Leanne Eames Ishibashi, Heinz Kuhlmann, Christopher Moreby, Susumu Morita, Philip Ouellet, Atsuko Shioya, Michio Tokita.
- 6-7 More on Inclusive Language (ER) [translating *kodomo*: pronoun choice]
- 7 The Book Mavin at Work (DD) [review]
  - Book: Editors on Editing: What Writers Need to Know about What Editors Do
- 8 Writers' Group Forming (ref: ER) [call for members]

#### **No. 67 (November 1995) [Fifteenth Anniversary Issue]**

- 1-3 Newsletter Editing: – Voices of Experience (LER) [panel report]
  - Panelists: Bryan Harrell; Lyneve Rappell, *The Language Teacher*; Stephanie Morino, *Partner*; Lynne Riggs, *The Japan Foundation Newsletter*; Susie Schmidt, *SWET Newsletter*
- 3-5 With a Little Help from Their Friends (GH) [checking with native-Japanese speakers]
  - Contributors: Beth Cary, Lis-Brit Dalkarl, Gavin Frew, Gerry Harcourt, Bryan Harrell, Bill Lise, Martha McClintock, Lynne Riggs, Charles Stewart, Christal Whelan, Edwin Whenmouth
- 5-6 Learning at a Distance (RSMcC) [resources]
  - Subheadings: Why E-Mail?; Distance Learning Databases; Serious Networking; Further Ramifications
- 7 True to Type (BD) [positioning illustrations in text]
- 8-10 A Day in the Life (MMcD) [one editor's workday]
  - Featured: Mike McDonald, technical editor, IBM Japan
- 10 Writers' Group Forming [call for members]
- 10-11 How We Got Here: Careers in Translation (DS)
  - Featured: Diane Walsh Sasaki

### **No. 68 (January 1996)**

- 1 Winter Party [announcement]
- 1-4 Charging for Freelance Work (MMcD) [considerations]
- 4-5 Dear Aunt Eva [coping with client's unreasonable changes]  
Quickie Question [*sewage* versus *sewerage*]
- 5-7 A Day in the Life (BH)  
Featured: Bryan Harrell, freelance copy editor
- 7 Repeat After Me (FMU) [book review]  
Book: *Living Japanese: A Modern Reader*
- 8 More From your DTP Software? (ref: LER) [future workshops: PageMaker, QuarkXPress]

### **No. 69 (March 1996)**

- 1-2 New Year's Party Ponderings (LER) [party report; SWET and industry retrospective]
- 2-3 IJET Time Again (FMU) [conference announcement: International Japanese-English Translation]
- 3-5 A Day in the Life (MS)  
Featured: Mark Schilling, journalist and translator
- 5 Dear Aunt Eva [maintaining high standards in English]  
Quickie Question [types of errors not covered by checking programs]
- 6 Living with Cable TV (JA) [program offerings and content]
- 6-7 Eyeing an Opportunity (KM) [periodical review]  
Periodical: *TGA EYE*
- 7 Computer Books [reviews]  
Books: *Desktop Computers: In Perspective*; *Dictionary of Computing*, 3rd ed.; *McGraw-Hill Data Communications Dictionary*
- Book Store Alert (JA) [floor in Tower Records Shibuya store]

### **No. 70 (May 1996)**

- 1 1996 SWET Book Fair [report]
- 1 Seminars on Telecoms (ref: KW) [future workshops: telecommunications for Mac users]
- 1-2 Page Maker and QuarkXPress (LER, DWS) [workshop reports]  
Subheadings: QuarkXPress Xplained; PageMaker Perusal
- 2-4 A Mailing List? (FMU) [explanation of SWET's new electronic mailing list]
- 4 Confessions of a List Junkie (KW) [e-mail lists: description, recommendations]
- 4-6 Bilingual Wordprocessing (KO) [desktop publishing of bilingual documents]  
Contributors: Gretchen Mittwer, Ruth McCreery, Annie Apple-Mathews
- 6-8 Typography and the Bottom Line [criteria, worth]  
by Joe Kotler in *Studio Magazine*
- 8-9 Dear Aunt Eva [convincing Japanese you actually know their language]  
Quickie question [use of classical plurals]
- 9-10 Notes from Interlingual Hell: Lacquer and Urushi [translating special terms/concepts: when, how, and how closely]
- 9-10 A Generalist Copes (LER)
- 10 A Specialist Responds (MJMcC)
- 10-11 How We Got Here: Careers in Translation  
Featured: Anonymous

### **No. 71 (August 1996)**

- 1 Midsummer Rendezvous [social gathering]
- 1 Summer Lecture and Party
- 2 Professional Networking at IJET, 1996 (FMU) [conference report: International Japanese-English Translation]
- 2-4 Translating: Basic Principles (PO) [
  - Subheadings: Definition of Translating; The Translation Process; Essentials for High-Quality Translation; Golden Rules for Translating
- 4-5 To the SWET Newsletter (GP) [letter re declining membership; suggestions]
- 5 Books on Publishing (GH) [new mail order service]
  - Service: Book Publishing Books, London
- 6-8 A Day in the Life [one SWETer's workday]
  - Featured: Doreen Simmons, rewriter, translator
- 8-9 Submitting Manuscripts/Book Proposals [how to's]
- 9-10 Book Reviews
  - 9 *There's a Word For It* (PMC)
  - 9-10 *The Art of Persuasion. A National Review Rhetoric for Writers* (TMCs)

#### **No. 72 (October 1996)**

- 1 What We Do is What We Get (FMU) [meeting report: covering SWET organizational needs]
- 1-2 Balancing Act (NR) [report: beer party and speaker]
  - Speaker: Andrew Horvat, journalist, writer
- 2-3 Veteran Typography (RSMcC) [workshop report: "A Grammar of Typography"]
  - Leader: Arnie Olds
- 4 Unfinished Business (DS) [book update]
  - Book: *Dictionary of Collocations*
- 4-5 Dear Aunt Eva (DS) [usage advice: repetition]
  - Quickie Question ["elegant variation"]
- 5 Journalists/Editors@Cyberspace (LER) [aspects of the computer communications revolution]
- 6 What's TidBITS? (PF) [e-zine review]
- 6-9 SWET-L – A View from the Engine Room (PF) [SWET's computer mailing list]
  - Subheadings: What's in a list?; So what does a list owner do?; Up and running
- 9 SWET-L Statistics
- 9-10 Cyberjargon Corner (MM) [popular acronyms of Internet users]
  - AFAIK; BTW; FWIW; FYI; HTH; IMHO; ROTFL ; RTFM; TIA; YCLIU; YMMV*

#### **No. 73 (December 1996)**

- 1 Winter Party [announcement]
- 1 1997 Directory Updates [call for changes, additions]
- 2-6 Copyright in Print and Online (BD) [workshop: copyright issues]
  - Speakers: James Nelson, Bernhard Steves
  - Subheadings: Is the work subject to copyright?; Is it an idea or an expression?; Do exceptions apply?; Is copyright ownership clear?; Other aspects of copyright ownership; Brass tacks [Q&A]; Copyright and cyberspace
- 4 List: Copyright references in print and online
- 6-7 Dear Aunt Eva (DS) [dealing with Japanese clients' certitude about "proper"]

- English]
- 7 Splitting Wood and Translating (RS) [comparisons]
  - 7 Discussions on SWET-L [recent discussion topics]
  - 8-9 A Day in the Life [one SWETer's workday]
    - Featured: Bill Lise, translator, interpreter
  - 9-10 More Than a Pinch of Salt (MM) [book review]
    - Book: *The Kenkyusha Dictionary of English Collocations*
  - 10-11 "People-eating" Crocodiles? (LER) [excerpts from SWET-L re gender-neutral expressions]
    - 11 IJET 97 (FMU) [announcement: international conference]
    - 11 Cyberjargon Corner (MM) [popular acronyms of Internet users; see below]
  - 12-14 Over Their Shoulders [translation comparisons: excerpt from technical paper]
    - Translators: Lynne Riggs, Richard Sadowsky, Fred Uleman
  - 15 SWET on the Web (PF) [announcement of new SWET Web site]
  - 15-16 A "Call" to SWET-L (PF) [poll results: phone/fax number styles]
  - 16 Cyberjargon Glossary [definition of acronyms in Cyberjargon Corner]
    - AKA; BTW; FOCL; HAND; IMO; IOW; IYSWIM; OTOH; PITA; SITD; TIC; TTFN

#### **No. 74 (March 1997)**

- 1 Spring Book Fair [announcement]
- 1, 10 Machine Translation Tour [announcement]
- 1-3 Dear Aunt Eva (DS) [cultural imperialism]
  - Quickie Question [misuse of *of* for 've]
- 3 IJET 97 Approaches (FMU) [announcement: international conference]
- 3-6 The Question of Collaborative Translation: Translating Ooka Makoto (HS) [working with a poet]
- 6-7 A Day in the Life [one SWETer's workday]
  - Featured: Gerry Harcourt, translator
- 8-9 Publishing Studies in Scotland: A Review (MJ) [report: master's degree program]
  - Subheadings: A precareer perspective; A mid-career perspective;
- 9-10 Cyberjargon Corner (PF) [Internet slang]
  - geek speak; link rot; @dress; 404; dead tree edition; egosurfing; crapplet*
- 10 SIETAR Japan-sponsored Program [announcement: speaker and intercultural films]
  - Speaker/filmmaker: Regge Life
  - Films: *Doubles: Japan and America's Intercultural Children; Struggle and Success: The African American Experience in Japan*
- 10 SWET Cyber-movements (PF) [change in web address]

#### **No. 75 (May 1997)**

- 1 The Invisible Hand: Inventing Newsletters and Other Legerdemain [workshop announcement: graphic design of newsletters, periodicals]
  - Leader: Arnie Olds
- 1-2 Annual Book Sale [report]
- 2-3 Book Review (DD)
  - Book: *The Plain English Guide: How to Write Clearly and Communicate Better*
- 3 Dear Aunt Eva (DS) [“*appreciate you(r) calling*”]
- 3-4 “Getting Published” (BS) [seminar report]
  - Seminar: “Are You a Writer Who Wants to Get Published?”

Panel: Alan S. Brender, Temple University Japan; Eleanor Barnes, Oxford University Press; Dave McCombs, *Tokyo Journal*; Brad Glosserman, *The Japan Times*; Barry Lancet, Kodansha International

- 5-7 IBM Machine Translation Tour (MM) [report]
- 7 Cyberjargon Corner (PF) [Internet words ending in *ware*]  
*betaware; bloatware; brochureware; browserware; careware; courseware; crudware; demoware; firmware; fontware; freeware; fritterware; groupware; guiltware; liteware; middleware; nagware; payware; postcardware; shareware; shovelware; shelfware; vaporware; wetware*
- 8-16 Rewriting and Translating [discussion from SWET-L]  
Subheadings: Why translators don't like rewriting; Difference between rewriting and editing; References; Rewriting protects the translator and turns sow's ears into silk purses; Rewriting – reputable profession or necessary evil?; Good translators – how many are there? Does the market define quality?; Translating and good writing
- 17-19 Rabbit Droppings in Cyberspace (PF) [recording cyberspace movements and e-mail addresses]
- 20 The Newsletter Needs You! [call for volunteers and contributions]
- 20 Cyber-SWET (PF) [web address change reminder]

#### **No. 76 (July 1997)**

- 1 Summer Lecture and Party [announcement]  
Speaker: Glen S. Fukushima, Vice President of the American Chamber of Commerce in Japan and Vice President of AT&T Japan, Ltd.
- 2-3 The Fun (and Frustration) of Translating Sazae-san (JY) [translating a classic Japanese comic strip]
- 2 SWET Master Classes [announcement: future expert workshop series]
- 4 Book Fair News (CY) [announcement]
- 4-5 Dear Aunt Eva (DS) [giving clients what they need rather than what they want]
- 5-7 Veteran Typography Revisited (JT) [report: typography workshop]  
Leader: Arnie Olds  
Subheadings: The Olds philosophy; Practical tricks and rules of thumb: column width, margins, paper, typefaces, display type, volume of manuscript
- 8-9 Report from IJET-97 (FMU) [conference report: International Japanese-English Translation]
- 10 *The New Nelson*: A Special One-Time Offer for SWET Members [discount on kanji dictionary]

#### **No. 77 (October 1997)**

- 1 Master Classes Launched [introduction of expert workshop series]
- 1 Patent Translation for U.S. Filing [announcement: master class workshop]  
Leader: Bill Lise
- 1-2 Rewriting as Retranslating [announcement: master class workshop]  
Leader: Lynne Riggs
- 2-6 SWET Interview (MS)  
Featured: John Bester, book translator
- 7-9 A Day in the Life [one SWETer's workday]  
Featured: Cathy Hirano, translator
- 9 Cyberjargon Corner (PF) [Internet slang]  
List Lingo: *bounced mail; SIG; CUG; MUG; OUG; cyber-huff; list newbie; flamed; netiquette; flame bait; all caps mode; flame war; threads; signal to*

*noise; regulisters; lurkers; wallflowers; read-only subscribers; digest;  
welcome message; FAQ*

- 10-12 Acrobat Balances the Needs of Paper and Electronic Publishing (PF) [software review]  
Software: Acrobat Reader, Acrobat Exchange, Acrobat Distiller
- 13-15 Book Reviews
- 13-14 *The Translator's Handbook* (JW)
- 14-15 *The New Nelson Japanese-English Character Dictionary* (JA)
- 15 1998 Directory Updates [call for changes, additions]

#### **No. 78 (December 1997)**

- 1 Lecture and New Year Party [announcement]
- 2-3 The New Nelson's: Behind the Scenes (LER) [Q&A with project supervisor Prof. John L. Haig]  
Book: *The New Nelson Japanese-English Character Dictionary*
- 4-6 Towards Greater Linguistic Literacy (CMDew) [bases of systems for romanizing Japanese]
- 5 Political Translation Seminar [announcement: seminar, advanced series]  
Leader: Fred Uleman [announcement: planned seminar, advanced series]
- 5 Copywriting Seminar [announcement: planned seminar, advanced series]  
Leader: Bryan Harrell
- 6 Book Fair News: Cleaning Out Books? [storage capability reminder]
- 6 Kansai Chapter News" Coming in Kansai [announcement: planned literary translation seminar]  
Leader: Juliet Winters Carpenter
- 7-10 SWET Interview: Florence Sakade (SC, NR)  
Featured: Florence Sakade, editor/designer, Charles E. Tuttle Co.
- 11-12 Glen Fukushima on the Challenges of Communication (MS) [lecture report: effects of differing cultural attitudes regarding communication]  
Speaker: Glen S. Fukushima, Vice President of the American Chamber of Commerce in Japan and Vice President of AT&T Japan, Ltd.
- 13 Book Review (DS)  
Book: *Woe is I: The Grammarphobe's Guide to Better English in Plain English*
- 13 Archive Alert [web address for SWET-L archives]
- 14 Cyberjargon Corner (PF) [Japanese Internet domains]

#### **No. 79 (March 1998)**

- 1 Annual SWET Book Fair
- 1 SWET Kansai Relunched [lecture announcement]  
Speaker: Juliet Carpenter, literary translator
- 1-2 Calling All Translators: IJET-9 (FMU) [announcement: international conference]
- 2 Map to Temple University Japan for SWET Book Sale]
- 2 More Kansai Events  
April SWET Kansai event [demonstration of dictionaries and other electronic tools for Mac-based translators]  
Demonstrator: Richard Sadowsky  
Of Professional Interest [industry show]  
Event: Japan Print '98 Printing Machinery and Equipment Show
- 2 Advanced Seminar Series  
Copywriting Seminar [announcement: postponement]



- 3 Dear Aunt Eva (DS) [whether to upgrade to using computers, e-mail]
- 4 Book Reviews – Design (CM)
  - The Pindar Pocket Print Production Guide*
  - The New Designer's Handbook*
- 5 Book Reviews – Writing (JR)
  - The Courage to Write, How Writers Transcend Fear*
  - Bird by Bird, Some Instructions on Writing and Life*
- 6-7 Graphics File Formats for Publishing (PF) [part 1 of 2]
- 8-9 On Translating and Being Translated (JK) [report: talk]
  - Speaker: Fred Schodt, writer, translator, interpreter
- 9-11 Cyberjargon Corner: Internet Basics (PF)
  - Internet; ISP; TCP/IP; PPP; IP address; DNS; domain name; e-mail; mailing lists; FTP; usenet; Telnet; Archie; Gopher; WAIS; Web; URL*
- 11 Directory Update Planned [call for changes, additions]
- 12 SWET-I Archive [reminder: archive features, address]

**No. 80 (April 1998)**

- 1, 13 Coming Soon! New SWET Publication [announcement]
  - Publication: *Japan Style Sheet*
- 1 Retirement Planning Seminar [announcement]
  - Speakers: Trevor Reynolds, Greg Mulcahy, Joelle Livnat of Banner Overseas Financial Services; Alison Pockett of Magellan Tresidder Tuohy; Meredith Enman Maruyama, co-author of *Japan Health Handbook*
- 2-3 Dear Aunt Eva (DS) [defending/rebuilding one's professional reputation]
- 3-5 Performance and Perseverance (LER) [report: lecture]
  - Speaker: Juliet Carpenter, literary translator
- 5-6 Cyberjargon Corner [computer error messages in haiku form]
  - Source: *Salon webzine* <http://www.salonmagazine.com>
- 6-9 A Day in the Life: An Editor in Multimedia [one SWETer's workday]
  - Featured: Doug Jackson, technical writer, editor
- 9-11 Graphics File Formats for Publishing (PF) [part 2 of 2]
- 11-13 Over Their Shoulders: Telling It Like It Is [translation comparison: newspaper report of machine translation demonstration]
  - Translators: Charles De Wolf, Fred Uleman
- 13 My Spelling Checker [humorous poem]

**No. 81 (July 1998)**

- 1 Summer Party 1998 [announcement and map]
- 2-4 Retirement/Healthcare Planning Seminar (CY) [report]
  - Speakers: Chris Lovering, Banner Overseas Financial Services; Alison Pockett, Magellan Tresidder Tuohy; Meredith Enman Maruyama, co-author of *Japan Health Handbook*
- 4-5 Dear Aunt Eva (DS) [advice to the neophyte proofreader-rewriter]
- 5-7 *Japan Style Sheet* celebrated [report: launch of revised edition]
- 6 Spreading the JSS Word [*Japan Style Sheet* availability details]
- 7 1998 SWET Book Fair [report]
- 7 Book Review (JR)
  - A Feast of Words for Lovers of Food and Fiction*
- 8-9 A Glimpse of IJET-98 (CH) [conference report: International Japanese-English Translation]
- 9 Random Sample (CY) [member-recommended sources for English-language books]

## No. 82 (October 1998)

- 1-5 An Author's View of Publishing (DD)
  - Featured: Judith Clancy
  - Subheadings: Inception of a Book; Publishing Realities; Marketing
  - Footwork; Worth the Price
- 6-8 Dear Aunt Eva (DS) [working with a partner: agreeing on work policies]
- 8-10 Random Sample: What are the Three Treasures on Your Desk? (RSM)  
[favorite low-tech items]
  - Featured: Susumu Ando, technical translator; Anthony Charlton, translator/editor/write; Gerry Harcourt, translator; Murray Lewis, editor/writer; Nina Raj, editor/publishing consultant; Jennifer Rice, translator/editor/rewriter; Richard Sadowsky, translator; Christian Scheck, translator
- 10 You noticed! (RSMcC) [explanation of *Newsletter* format evolution]
- 11-21 Over Their Shoulders [translation comparisons: poetry]
  - Translators: Margaret Mitsutani, Phyllis Birnbaum, Sato Hiroaki.
- 21 Make Your Membership Count [call for volunteers: SWET and *Newsletter*]
  - Errata [Issue 82, p. 18: misprints and missing copyright acknowledgments]
- 22-24 SWET Party in Kansai on 19 July (DE) [report]
- 24-26 Book Reviews (KW)
- 24-25 *The Advertising Handbook for Small Business: Make a Big Impact with a Small Budget*
- 25-26 *Making Money in Technical Writing: Turn Your Writing Skills in to \$100,000 a Year*
- 26 *Successful Marketing Research: The Complete Guide to Getting and Using Essential Information About Your Customers and Competitors*
- 27-32 Name Order Matters [Japanese name order; Tonedachi Masaaki]
  - Unanticipated Attention [media attention to *Japan Style Sheet*]
- 32 Random Recommended Reading
  - The Book in Japan: A Cultural History from the Beginnings to the Nineteenth Century*
  - Nobody Said Not to Go: The Life, Loves and Adventures of Emily Hahn*
- 33 1998 Directory Update
- 34-35 Dictionary Dimensia (JR) [dictionary reviews]
  - 34 *The Color Guide. Iro no techo; Color Guide International. Kokusaiban iro no techo*
  - 35 *The Illustrated Book of Dye Plants. Kusakizome, soryo shokubutsu zukan; Ikebana Materials, English and Japanese; Nihon no kinoko, Fungi of Japan; A Field Guide to the Birds of Japan*

## No. 83 (December 1998)

- 1-3 A Published Novelist Tells (Almost) All (PH)
  - Subheadings: The Writing Life, On Getting Published, Business Matters
- 4 Dear Aunt Eva (DS) [a client's-eye view of "high-quality" English]
- 4 Directory Updates Please! [call for changes, additions]
- 5-6 Cyberjargon Corner: A guide for the perplexed (PF)
  - cybonics; dotspeak; e-commerce; eyeballs; Internetesia; Johnny E-lately; leaky Windows; net noir; Office 1900; streaming; technorealist; Webographics; Webonomics; Web portals*
- 7-8 Book Review (LER)

Book: *The Elements of E-mail Style: Communicate Effectively via Electronic Mail*

- 9-13 A Day in the Life (TY) [one SWETer's workday]  
Featured: Timothy Young, newsletter/brochure producer, English teacher
- 14-17 How We Got Here: Confessions of a Renegade Translator (BS)
  - 17 Loathing on the Internet: The First SWET Cyber Survey Results (PF) [opinion poll: "e-mails" as a plural]
- 18-19 Ten Things You Should Know About the Euro (PF)

#### **No. 84 (March 1999)**

- 1-2 Regular SWET Meetings Begin [event announcements]
  - 2 Translation 101 [advice for beginning translators]  
Presenter: Fred Uleman, translator
  - 2 Researching, Writing, Publishing, and Promoting Non-fiction Books  
Presenter: Mark Schilling, non-fiction writer
  - 2 Writers' Forum [invitation to gather for mutual support and critiquing]  
Proposer: Tim Young, writer
  - 3 1999 SWET Book Fair [announcement]
- 4-12 Over Their Shoulders: Translation as a Team Process (LER, FMU) [editorial comments: literary correspondence]  
Participants: Anonymous translator; Ando Yukie, Kano Tsutomu, Takechi Manabu, translation editors; Suzy Trumbull, editor  
Subheadings: The text; The draft translation; Ando Yukie comments; Kano Tsutomu comments; Takechi Manabu comments; Revised translation; Translator's comments; Final editor's comments
- 13-22 Mac-Savvy Corner: New G3 Power Macs (PF) [review: new Macintosh computer]  
Subheadings: Lineup; No Floppy?; External Floppy Disk Drive Caveats; No Serial Ports?; No SCSI?; Other Points; Should I or Shouldn't I?; Postscript
- 22-31 From the Trenches  
Translating Popular Fiction (LER)  
Translators: Janet Ashby, Juliet Carpenter, Geraldine Harcourt, Kurita Akiko, Gavin Frew, Wayne Lammers
- 31 In Memoriam [obituary: Nancy Andrew, translator, 1947-1998]
- 32-37 How We Got Here  
Francophile Hijacked by Fate (MGN)  
Featured: Mary Goebel Noguchi, translator
- 38-43 SWET in the Kansai 1  
So You Want to Be a Translator? Working with a Translation Agency (RS, DD) [lecture report: becoming a technical translator, working with an agency]  
Subheadings: Being a translator; The basic process; On payment; Agency margins; Skills required of translators; Equipment; Applying to an agency; Present and future challenges; Questions from the participants; Comment from one participant
- 43-44 See Yourself as the IRS Sees You: Are You Really in Writing as a Business? Take the IRS Profit Test (MS) [determining whether a business or a hobby]
- 45-50 Y2K (PF) [determining the Y2K compliance of your computer]  
Subheadings: Hardware; Operating systems; Applications and documents
- 51-56 Reports
- 51-54 Report from Stockholm (MMP) [Nobel Symposium 110 on Translating Poetry and Poetic Prose]

- 54-56 Report from Monterey (JC) [30th Annual Conference, Graduate School of Translation and Interpretation at Monterey Institute of International Studies]  
Subheadings: Terminology Checks; Acronym Deciphering; Quick Definitions; Collocation Checks; Proper Name Checks
- 57-58 From the Steerage  
Steering Committee Spearheads New Event Program [strategies for revitalizing SWET]
- 59 SWET in the Kansai 2  
Can you check this? [workshop announcement: introduction to editing]  
Leader: Darlene Davidovic, corporate communications copywriter-editor

## **No. 85 (May 1999)**

- 1-2 SWET on Thursdays [event announcements]  
1 Writing Workshop [support, critiquing]  
Leader: Tim Young, writer
- 1-2 Writing with Pictures [famous Japanese documentary photographs]  
Leader: Phil Ono, photographer
- 2 Narration and Script Translation [writing for narrators and listeners]  
Presenters: Tom Gally, translator; Doreen Simmons, narrator
- 3-6 From the Trenches  
Translating Popular Fiction 2 (PG) [fiction categories of U.S. publishers]
- 7-13 SWET in the Kansai  
Introductory Editing Workshop (RS) [report]  
Leader: Darlene Davidovic, corporate communications copywriter-editor  
Subheadings: Editing, proofreading, rewriting: What's the difference?;  
Proofreading – The reading of proofs; So what, then, is actually to be done?;  
Introduction to style guides  
Resources and Training Sampler: A. Online Resources; B. Reference Books;  
C. Editorial Training
- 13 1999 SWET Book Fair [report]
- 14 In Memoriam [obituary: Janice Baldwin, proofreader, transcriber, editor;  
March 23, 1999]
- 15-17 Cyberjargon Corner (PF)  
*ATTY; Big Brother Inside; bookmarklets; CJKV; cyber-squatter; DTD; ghost site; hactivists; I18N; IYKWIMAITYD; KIT; listemeanors; L10N; Mozilla; MP3; signaturist; STFW; Webbies; Web stickiness; Windows 2000; XML*
- 18-20 In Memoriam [obituary: Florence Sakade, editor, February 21, 1999]
- 20-21 Do Web Cookies Really Take the Biscuit? (PF) [nature and effect of Web “cookies”]  
Subheading: Cookie Monster Bug
- 22-23 In Print  
Profiles: Japanophile Re-energizing under New Editorship [review: magazine]  
Magazine: *Japanophile*
- 24-26 Book Reviews
- 24-25 *The Broken Bridge: Fiction from Expatriates in Literary Japan* (KM)
- 25-26 *Encyclopedia of Graphic Communications* (DD)
- 27-32 Report  
Kappa Writers Group: Three Heads Are Better Than One (DD) [benefits of a writers' group]  
Speakers: Francis Abbott, Johanne Leveille, Martin Nuttall, Kappa Writers

- Group]
- 33-39 Monthly Meeting Reports
- 33-35 Translation 101 (PO) [advice for beginning translators]  
Presenter: Fred Uleman, translator
- 35-39 Practical Advice for Publishing Success (LER)  
Researching, Writing, Publishing, and Promoting Non-fiction Books [getting one's non-fiction writing published]  
Presenter: Mark Schilling, non-fiction writer  
Subheadings: Publish or self-publish; Selling your idea to a publisher; The approach; After acceptance; Promotion

**No. 86 (September 1999)**

- 1-2 SWET on Thursdays—Fall Line-up [event announcements]
  - 1 Copywriting: How to do it, how to sell it  
Presenter: John McCreery, copywriter, translator
  - 2 Writing for Newspapers  
Presenter: Karen Hill Anton, newspaper columnist, writing instructor
  - 2 The Craft of Editing: Arts and crafts books and translated materials  
Presenter: Kim Schuefftan, editor, food writer
  - 3 SWET in the Kansai: SWET on Sunday [announcement]  
Practical Advice for Publishing Success [getting one's non-fiction writing published]  
Presenter: Mark Schilling, non-fiction writer
- 3-9 Monthly Meeting Reports
- 3-4 Aspiring Writers Gather (TY) [writers' discussion group]  
Leader: Tim Young, writer
- 4-6 The Human Condition in Japan: In Public and in Private (NR, PO) [classic Japanese documentary photographs]  
Presenter: Phil Ono
- 6-9 Professional Narration and Script Translation (AA, TG, DS) [writing for narrators and listeners]  
Presenters: Tom Gally, translator; Doreen Simmons, narrator
- 10-16 Report  
Toda Natsuko Talks About Her Life (DE) [career of a top-level subtitler]  
Subheadings: Goals and work motivated by movies: Early life, The quest begins; Education by translation: A step closer, Finding your own way, Why aren't there more subtitlers?; My first taste of subtitling: Apocalypse Now, Actors I have known; Follow your passion
- 17-22 From the Trenches  
Advanced J-E Bibliography Style (BD, JG, RSMcC, KWN, PN, NR, LER, SS)  
Subheadings: Maintaining source distinctions; Author plus alpha; Combining English, romanized Japanese, and characters; Translating Japanese punctuation; Multivolume series, zenshu, senshu; Katakana, Chinese, or Korean in titles and authors' names; Using English titles given in Japanese Publications; Ornamental English titles
- 23-24 Dear Aunt Eva (DS) [considering a career change]
- 25 Net- Savvy Corner: UC Extension Online [distance learning resource]
- 26-28 Cyberjargon Corner (PF) [Internet slang and terms]  
*ADSL; Chipzilla; COTS; cramming; cybershopaholic; e-books; e-charity; Echelon; ePaper; harvesting; history; Internet luftmensch; Internet Time; ISDN; issue; modem campers; mopying; Netopath; NTT; slamming; SMAP;*

- SOHOMO; type pirates; vulnerability; W3C*
- 29-30 200 MiB of RAM and a 4 GiB Hard Disk, Please! (PF) [new names and symbols for prefixes with binary numbers]
- 31-42 Over Their Shoulders  
 Translating Tone, Discourse, and Cultural Peculiarity  
 Translators: Mark Carpenter, Elizabeth Oswald  
 Editorial Comments: Prof. Kashiwagi Atsuko, Showa Women's University;  
 Lynne E. Riggs, translator, Center for Intercultural Communication
- 43-45 Book Review (DD) [graphic design]  
 Book: *Collier's Rules for Desktop Design and Typography*
- 46 From the Steerage [Steering Committee report]  
 Subheadings: Events; Newsletter Articles on the SWET Web Site
- 47 Report  
 Unwanted Data Privacy Issue (PF) [closing data leaks]

### **No. 87 (December 1999)**

- 1-2 SWET on Thursdays in Y2K [event announcements]  
 1 Writing for Magazines — the Writer-Editor Relationship  
 Speakers: Aeve Baldwin, *Tokyo Classified*; David Hulme, *ACCJ Journal*;  
 Jordanna Potter, *Eye Ai*; Daniel Scuka, *J@pan Inc.*
- 1-2 From Pennies to Profits: Marketing on a Shoestring  
 Speaker: Thomas Ainlay, Jr., *Legacy Memoirs*
- 3 SWET New Year's Party [announcement]
- 4-7 How We Got Here  
 Editing and Era in Chanoyu History (GM)  
 Featured: Gretchen Mittwer, editor
- 8-16 From the Trenches
- 8-15 Citations in the Internet Age (NR, SS, LER)  
 Subheadings: Use of angle brackets around URLs; Presentation of information on printed and online versions; Deciding what to include in an online data citation; Becky Davis (editor, book designer); Michael McDonald (rewriter, copyeditor); Pam Noda (editor); William Wetherall (writer, researcher, translator); Cynthia Yenches (editor, proofreader)
- 16 Visual Delights Dai Nippon Printing Co.'s graphic design galleries]
- 17-22 FAQ Corner  
 What's in a Page?; Setting Your Billing Unit (LER)  
 Subheadings: Kinds of work and billing units; Who counts?; Advice for the page-wary
- 23 Report  
 A Successful TIPS '99 [presentation report: Tokyo International Photo Showcase]
- 24-26 Monthly Meeting Reports
- 24-26 A Word from Our Sponsor (FMU) [creating an advertising campaign]  
 Speaker: John McCreery, advertising copywriter and creative director
- 26-27 Life as a Newspaper Columnist (VA)  
 Speaker: Karen Hill Anton
- 28-29 Book Reviews (DD)  
 Books: *Encyclopedia of Japan*; *Managing Your Documentation Projects*
- 30 From the Steerage [Steering Committee report]  
 Seijinshiki for SWET? [20th-year stocktaking; call for participation]
- 31 The *SWET Newsletter* Needs You

**No. 88 (March 2000)**

- 1-2 SWET on Thursdays [announcements]
  - 1 From Pennies to Profits: Marketing on a Shoestring  
Presenter: Thomas Ainlay, Jr., Legacy Memoirs
- 1-2 U.S. Media Coverage of Japan: Biases or Mistranslations  
Presenter: Charles Burrell, *San Francisco Chronicle*
- 2 Japanese Aesthetics in People Photography  
Presenter: Phil Ono, photographer
- 2 SWET Book Sale [announcement]
- 3-5 Dear Aunt Eva [working at home as a rewriter]
- 6 Upcoming in Kansai  
Better Type, Layout, and Design (ref: RS) [workshop announcement:  
computer application]  
Leader: Garr Reynolds, Sumitomo Electric Industries
- 7-11 Monthly Meeting Reports  
The Heyday of Culture Books [editing books about Japanese culture]  
Leader: Kim Schuefftan, Kodansha International
- 11 You Knew Him When [SWET member's translation now on sale]  
Book: *Japan's Consumer Society: a Critical Introduction* (translator: Fred Uleman)
- 12-15 From the Trenches  
Of Tanuki and Teacups (KO, PG, NH, JCB, SH, ME, DS, CN; LER, ed.)  
[official translation for tanuki]
- 16-17 The Editorial Workshop (PF2\*) [distance learning]  
Resource: University of California Extension, Center for Media and  
Independent Learning (web site)  
Subheadings: Benefits of the Course; Problems Encountered; References
- 18-28 Over Their Shoulders (FMU) [translation comparisons: retail company's  
newspaper advertisement]  
Don Quixote  
Translators: David Eunice, Sue Herbert, Jennifer Johnson-Onay, Kay  
Vreeland
- 27 Coordinator's Comments (FMU)
- 28-29 Book Review (MN)  
Book: *The Writer's Friend*
- 30 SWET in the Kansai [presentation report]  
From Sumo to Cinema  
Speaker: Mark Schilling, journalist
- 30-31 SWET Get-together in Kobe [report: social gathering]
- 31 IJET 2000 in Kyoto [conference announcement: International  
Japanese/English Translation]

**No. 89 (June 2000)**

- 1-2 SWET Summer Thursdays [event announcements]
  - 1 Making Photographs "Japanese"  
Presenter: Phil Ono, photographer
- 1-2 Technical Writing and Manual Production: Explaining the Unexplainable  
Presenter: Hugh Ashton, technical writer, translator
- 2 SWETer's Secrets: Wordsmithing with High-tech Tools [new equipment and  
services for SOHO workers]  
Presenter: Daniel Scuka, editor
- 2 Speak SWET [call for meeting topics; list to date]

- 3 2000 SWET Book Fair [report]
- 4-7 Dear Aunt Eva (DS) [assessing and improving one's own writing skills]
- 7 Online Trial: Kodansha Encyclopedia Offer [limited-time chance to sample new CD-ROM online]  
Resource: *Encyclopedia of Japan CD-ROM* (electronic version of *Japan: An Illustrated Encyclopedia*)
- 8-12 A Day in the Life [one SWETer's workday]  
Featured: Beth Cary, interpreter, translator
- 12-13 SWET at the Fair  
Tokyo International Book Fair 2000 (NR) [report]
- 14 In Print: Profiles [magazine review]  
Magazine: *Persimmon: Asian Literature, Arts, and Culture*
- 15-25 Monthly Meeting Reports
- 15-19 Writing for Magazines — The Writer-Editor Relationship (MN)  
Speakers: Aeve Baldwin, *Tokyo Classified*; David Hulme, *ACCJ Journal*; Steve Mollman, *J@pan Inc.*; Jordanna Potter, Hakuodo; Matt Wilce, *Eye-Ai*
- 19-22 From Pennies to Profits: Direct Marketing on a Shoestring Budget  
Speaker: Thomas Ainlay, Jr., *Legacy Memoirs*
- 23-25 American Press Treatment of Japan (HA)  
Speaker: Charles Burrell, *San Francisco Chronicle*
- 26-27 Online Style  
Further to Citations in the Internet Age (CY) [followon to issue 87 article]  
"A Question of Permanence" by Donald A. Windsor (Letter to the Editor reprinted from *Science*, 2000)
- 28-32 SWET@2000  
A History of SWET: The First Decade (LER, SS)
- 33-35 From the Steerage [Steering Committee report]  
*SWET Newsletter* New Editorial Plan  
Subheadings: Rotating managing editorship; Column editorships; *SWET Newsletter* schedule

**No. 90 (September 2000)**

- 1 SWET on Thursdays: Fall Line-up [event announcements]
- 1 SWETer's Secrets: Wordsmithing with High-tech Tools [new equipment and services for SOHO workers]  
Speaker: Daniel Scuka, editor, *J@pan, Inc.*
- 1 The Art of the Interview  
Panelists: (to be announced)
- 1 Perils and Pleasures of Online Editorship  
Speaker: Michael Watson, professor and Web site editor
- 2-3 Bulletin Board [upcoming exhibitions, book fairs, presentations, competitions]
- 4 Book Review (DD)  
Book: *Collaborative Web Development: Strategies and Best Practices for Web Teams*
- 5-14 Monthly Meeting Reports
- 5-7 Design Matters: Increasing Effectiveness through Better Use of Type, Layout, and Design (Kansai) (RS, MK)  
Speaker: Garr Reynolds, designer  
Subheadings: Word, Letter, and Line Spacing; Punctuation; Layout and Design; Bibliography
- 8-10 Words on Film (HA) [subtitling]



- Speaker: Mark Nornes, subtitler
- 10-14 Japanese Photography with a “Twist” (ML)  
Speaker: Phil Ono, photographer
- 14-19 IJET-2000  
IJET-2000, Kyoto [report]  
Contributors: Gretchen Mittwer, Sue Herbert, Mary Gillender, George Bourdaniotis
- 20-23 How We Got Here  
Swimming with the Flow  
Featured: Jiho Sargent, technical writer and editor, Buddhist monk
- 24-26 The Query Letter  
Writing Query Letters (MN) [soliciting magazine writing assignments: advice, checklist, sample]
- 27-34 Over Their Shoulders [translation comparison: short-story excerpt]  
Translating Fiction: The Ultimate Challenge?  
Translators: Juliet Carpenter, Margaret Mitsutani, Meg Nakano
- 34-38 Kids’ Play  
Kamishibai in America [Japanese traditional illustrated story-telling panels]  
Contributor: Donna Tamaki, translator, publisher, cofounder of Kamishibai for Kids  
Subheadings: Historical Background/ Laying the Groundwork; Kamishibai for Kids; Hurdles and Hopes
- 39 Online Index of Electronic Publishing Information (DD)

**No. 91 (December 2000)**

- 1-2 SWET on Thursdays: Winter Events [announcements]
- 1 Control Your Data: Spreadsheet, Database, and Accounting Software for Editors [workshop]  
Presenter: Kevin Cleary, computer and accounting instructor, Sophia University
- 1 Quality in Online Education: Status and Impact of Global Web-based Training [lecture]  
Presenter: Dr. Lynne A. McNamara, director of program development for Asia, University of Maryland University College
- 2 New Year’s Party [announcement]
- 3-9 Monthly Meeting Reports:
- 3-7 Technical Writing and Manual Production: Explaining the Unexplainable (MM)  
Presenter: Hugh Ashton
- 7-9 Wordsmithing with High-tech Tools (BH) [workshop]  
Presenter: Daniel Scuka
- 10-14 SWET@2000  
A History of SWET: The Second Decade (LER)
- 14-19 Reflections on SWET  
Thinking Back and Looking Forward  
Comments by Janet Ashby, Darlene Davidovic, Bob Gavey, Martha McClintock, Mike McDonald, Phil Ono, Lynne E. Riggs, Kim Schuefftan, Susan Schmidt, Mark Schreiber, Doreen Simmons, Ruth P. Stevens, Fred Uleman, Keith Wilkinson, Cynthia Yenches
- 20-28 Over Their Shoulders  
A Simple News Story—or Is It? [translation comparison: government news release]

- Translators: Julie Kuma, Susan Murata, Jeremy Whipple
- 29-31 Dear Aunt Eva (DS) [coping with customers who are “always right”]  
 31 SWET Book Fair Contributions [call for book donations]
- 32-36 Book Reviews
- 32-34 *Japanese beyond Words: How to Walk and Talk like a Native Speaker* (DS)
- 34-36 *Science in Translation: Movement of Knowledge through Cultures and Time* (CDeW)
- 37-40 Name Order Concerns: Occasion for Celebration? [recent developments in the issue]  
 by Tonedachi Masaaki, reporter, Asahi Shimbun
- 40 A Translator’s Two-Track Mind  
 by Eric McHenry, reprinted from *Bostonia*, Spring 2002
- 41-45 ASCJ Report [Asian Scholars Conference Japan]  
 Publishing Japanese Social Sciences and Humanities: What Is the Problem? (LER)  
 Subheadings: Money and Motivation; Between Disconnected and Different; The Potential of the Internet and Technology
- 46-47 SWET Notices
- 46-47 Postal Transfers and How They Work  
 47 Directory 2001 [call for changes, additions]  
 47 Map to Fujimama’s restaurant

**No. 92 (March 2001)**

- 1-2 SWET on Thursdays: Spring Events [announcements]  
 1 Unpacking Our Cultural Baggage  
 Presenter: Alan Brender, director of Writing Programs, Temple University Japan
- 1-2 Quality Issues in Online Education: Status and Impact of Global Web-Based Training  
 Presenter: Dr. Lynne A. McNamara, director of program development for Asia, University of Maryland University College
- 3 Working with Other People’s Words [editing stages and decision-making]  
 Presenter: Jiho Sargent, copy editor and technical writer
- 3-11 Monthly Meeting Reports
- 3-5 The Art of the Interview: Techniques for Different Markets (HU) [panel discussion]  
 Panelists: Jocelyn Ford, U.S. Public Radio; Kohata Atsuko, radio and TV interviewer; Ann Sado, Legacy Memoirs; Moderator: Doreen Simmons, Foreign Press Center
- 6-11 Japanese Studies in the Electronic Age (LER, MW) [mailing list editorship]  
 Presenter: Michael Watson, editor, Premodern Japanese Studies Web site and its mailing list webmaster  
 Subheadings: The mechanics; Introductions; Monitoring Web site status; Sins of list editors; Dealing with awkward situations; Generating discussion
- 11 2001 SWET Book Fair [announcement, call for donations]
- 12-15 From the Trenches  
 The Macron and Me (DD) [development of computer fonts to represent Japanese long vowels]
- 15-16 Book Reviews  
 15 *Writing for Change: An Interactive Guide to Effective Writing, Writing for Science, Writing for Advocacy* (DD)
- 15-16 *Proofreading Plain & Simple* (SE)

- 17-23 Over Their Shoulders [translation comparison: essay on Buddhism]  
 Translators: John Toler, James Vardaman, Margaret Warren
- 21-23 Commentary: Jiho Sargent, copyeditor, technical writer, Buddhist priest

**No. 93 (June 2001)**

- 1 Sizzle with SWET: Summer Party 2001 [announcement]
- 1-2 Join the Kansai Dip: SWET Swim Party in Kobe [announcement]
- 2 SWET on Thursdays
- 2-3 Taming Your E-mail [workshop announcement: e-mail operations and functions]  
 Presenters: Hugh Ashton, technical writer; Sako Eaton, editor/teacher
- 3-7 Monthly Meeting Reports
- 3-5 Quality Issues in Online Education: Status and Impact of Global Web-Based Training (WMcO) [lecture]  
 Presenter: Dr. Lynne A. McNamara, director of program development for Asia, University of Maryland University College
- 5-7 Beyond Word Processing / Control Your Data: Spreadsheet, Database, and Accounting Software for Editors (HA) [workshop]  
 Presenter: Kevin Cleary, computer and accounting instructor, Sophia University
- 7 Book Fair Report: 2001 SWET Book Fair

**No. 94 (September 2001)**

- 1 Create Your Own Web Site at the September Workshop [announcement]  
 Presenter: Keith Wilkinson, computer expert
- 2 Producing the Nikkei Weekly [lecture announcement]  
 Speaker: Robert Cameron, Nikkei Weekly
- 2 Japan's English-Language Periodicals [panel announcement]  
 Panelists: [not announced]
- 3 Monthly Meeting Reports
- 3 Unpacking Our Cultural Baggage (RSMcC) [factors influencing our writing for other cultures]  
 Presenter: Alan Brender, director of Writing Programs, Temple University Japan
- 3 Book Lovers' Calendar [announcements: book festivals in Kanda and Jinbocho]
- 4-6 Working with Other People's Words (AH) [editing stages and decision-making]  
 Presenter: Jiho Sargent, copy editor and technical writer
- 7-8 SWET Monthly Lecture Delves into E-mail (PH)  
 Taming Your E-mail [e-mail operations and functions]  
 Presenters: Hugh Ashton, technical writer; Sako Eaton, editor/teacher
- 9-13 Getting Started in Japan
- 9-13 Invoicing – the Art of Filling Out Forms (KU, HU)  
 Subheadings: Getting the forms; Filling out the forms; What you need to fill out; The form's the thing; In conclusion
- 14-16 Unbundle Your Workload (FMU) [deciding your professional value-price level and focus area]
- 17-19 Dear Aunt Eva (DS) [how you are addressed: projecting the image of a skilled professional]
- 20-22 Book Review (DD)

23 INFORM2001: English Book and Magazine Exhibit [announcement]

**No. 95 (December 2001)**

- 1-2 Meetings and Announcements
  - 1 Online Dictionaries [lecture]  
Speaker: Todd Rudick
  - 1 Hitting a Niche Market [lecture]  
Speaker: Caroline Pover, author and publisher of *Being A Broad in Japan* [daily-life information for Western women living in Japan]
  - 2 New Year's Party [announcement and map]
  - 2 Directory Update [call for changes and additions; deadline]
  - 3 SWET Summer Party (PO1) [report]
  - 4 SWET Swim Party in Kobe
  - 4 Reminder for the SWET Book Fair [call for donations]
- 5-12 Monthly Meeting Reports
  - 5-7 Create Your Own Web Site (NR, HU) [resources, advice, ideas]  
Presenter: Keith Wilkinson, computer expert
  - 7-12 Editing the Nikkei Weekly: "Put people and quotes I your opening sentence," Robert Cameron says. (BP) [nuts and bolts, underlying philosophy]  
Speaker: Robert Cameron, Nikkei Weekly
- 11-13 Dear Aunt Eva (DS) [ethics of supporting clients questionable English preferences]
- 14-15 Threads on SWET-L (HU)  
[tape transcription rates, online dictionaries of Japanese technical terms]
- 16-17 In Memoriam: Paul Robert Henriques, January 2, 1939 – August 27, 2001 [obituary]  
Comments by Dennis Schneider, Terri Nii, Eve Sander, Lynne Riggs, Mark Schilling, Mike McDonald
- 18-24 Over Their Shoulders [ translation comparison: economics column in newspaper  
Translators: Pai Hwong, Dan Kanagy, Paul Seward, Scott Urista

**No. 96 (March 2002)**

- 1-2 Meetings and Announcements
  - 1 An Insider's Comments on Publishing in English in Japan [lecture; in-print as well as electronic]  
Speaker: Terrie Lloyd, publisher, *J@pan Inc.*
  - 1 Writing Bicultural Novels: Aspects of the Craft of Fiction [lecture]  
Speaker: Holly Thompson, author of the novel *Ash*
  - 2 IJET-13 Conference [announcement: International Japanese/English Translation]
  - 2 Tokyo International Book Fair [announcement]
- 3-7 Monthly Meeting Reports
  - 3-5 English Periodical Publishing in Japan at a Turning Point (PN)  
Japan's English-Language Periodicals  
Panelists: Suzuki Kazue, former associate editor of *Japan Quarterly*; Peter Matanle, founder/managing editor of *electronic journal of contemporary Japanese studies*; Frank Baldwin of the Social Science Research Council.

- Moderator: Lynne E. Riggs, managing editor of *Monumenta Nipponica*.
- 6-7 Online Dictionaries: High-Tech Translation and Language Learning Website (HA)  
Online Dictionaries [lecture]  
Speaker: Todd Rudick, developer/owner of Web site *rikai.com*, a free online lookup service for translators
  - 8 Winter Party (HU) [report]
  - 8 Useful URLs [Japanese, British, U.S. copyright law information sources]
  - 9-17 Over Their Shoulders [translation comparison: advertising copy]  
Japanese-reading copywriters: Susan Chikuba, Bryan Harrell, John McCreery, Bob Poulson, Mark Schreiber.
  - 17-20 Getting Started in Japan (TM) [personal experience of Tom Boardman, advertising copywriter]  
Subheadings: “Don’t think of it as a career move, think of it as a life adventure,” she said; Ten Tips for Getting Ahead in Advertising
  - 21 Threads on SWET-L [government and non-government Web sites]
  - 22-25 Dear Aunt Eva (DS) [coping with software-generated J-E translations]
  - 25-27 Book Review
    - 25 *Ash: A Novel*
    - 26-27 *Encyclopedia of Contemporary Japanese Culture* (MS)

**No. 97 (June 2002)**

- 1 Meetings and Announcements
  - 1 The Future of Print Culture  
Speaker: Alan Gleason, Dai-Nippon Printing
  - 2 SWET Book Fair [announcement]
  - 2 Web Site Updates [Webmaster and URL change]
  - 3 What’s ISO-SIG? (BH) [SWET education group: call for members]
  - 3 Free Offer  
SWET Publication: *Wordcraft: English Writing, Editing, and Translation in Japan*
- 4-7 Monthly Meeting Report
- 4-7 Hitting a Niche Market (SO)  
Speaker: Caroline Pover, author and publisher of *Being A Broad in Japan* [daily-life information for Western women living in Japan]
- 7 The Invention of Books: An Exhibition of Manuscripts and Incunabula in the Biblioteca Apostolica Vaticana [announcement]
- 8-13 High-Tech SWET  
Protecting Your Assets (and Those of Your Clients) (HA) [client data security on your computer]  
Subheadings: Firewall? But my computer doesn’t even get hot; Just because you’re paranoid doesn’t mean they’re not out to get you; Backups are for everyone; Some useful names and addresses; Notes
- 13-14 Book Review (HU)  
Book: *Unbeaten Tracks in Japan*
- 15-17 How We Got Here [SWET member personal history]  
From Frequency Response and Dynamic Range to Malt and Hops: A Potted Personal History of E to J Translation (BH) [includes brewing terms]
- 18 Threads on SWET-L (HU, DS) [SWET Book Fair; libraries]
- 19-25 Over Their Shoulders [translation comparisons: Japanese literature]  
Translators: Peter Durfee, Gwen Threatt, Fred Uleman
- 25 Discussion

- 26-27 Language across Space and Time  
Are We All OK? (ES) [unfamiliar but legitimate variations in usage]
- 27-29 SWET Survey Results (HU) [SWET features and events: awareness, attendance, ratings]
- 30-31 A Day in the Life [one SWETer's workday]  
Six Hours and Counting... (MMcC) [freelance translator's day]

### **No. 98 (October 2002)**

- 1 Announcements  
SWET Book Fair  
Poetry in Kansai [poetry reading]  
Reader: Cid Corman, poet, essayist, translator
- 2 Hundredth SWET Newsletter [call for contributions]
- 2 Reaching the SWET Book Fair [map to Temple University Japan]
- 3-7 Monthly Meeting Reports
- 3-5 Writing Bicultural Novels: Aspects of the Craft of Fiction (HU)  
Speaker: Holly Thompson, author of the novel *Ash*
- 5-7 Bookworms, Tech Nerds, and Culturally Obtuse Coworkers (JP)  
The Future of Print Culture  
Speaker: Alan Gleason, Dai-Nippon Printing
- 7 Threads on SWET-L (HU, SE) [announcement: online bulletin board; example topics: job openings]
- 8-10 Dear Aunt Eva (DS) [balancing "friendly" and "businesslike" in client-freelancer relationships]
- 11- From the Trenches  
The Spice in Our Lives [Japanese husbands' role in translators' career development]
- 11-12 Hands Off is the Way to Go (LO\*?)
- 12-13 My Technical Advisor (MK)
- 13-14 All-Round Support (SH)
- 14 Speak SWET [call for speakers]
- 15 Out-going in Kansai [SWET members visit John Toler, SWET-L listmember and Buddhist priest, in rural Nara]  
Kansai SWET-L Goes to Ouda (SH)

### **No. 99 (December 2002)**

- 1-2 Monthly Meeting Announcements
- 1 Thirty Years of Technical Writing [presentation: trends and one man's career in technical writing, copywriting, in-house documentation, multimedia]  
Presenter: Larry Brouhard
- 2 Directory Update 2003 [call for changes, additions]
- 2 Hundredth SWET Newsletter [call for contributions]
- 2 Map to January Meeting Site and subsequent party
- 3-8 Monthly Meeting Reports
- 3-5 Getting Haiku (HA) [appreciating and creating the Japanese poems]  
Speakers: Masako Takahashi, poet and illustrator; Holly Ueda, translator and poet
- 5-7 Haiku on the Spot [haiku written at haiku lecture by attendees, with comments by lecturers]  
Haiku poetasters: Naomi Otani, Yumi Nishikawa, Hugh Ashton, Fred Uleman, John Gribble, David Paget, Sam Tanahashi
- 7-8 Cid Corman Poetry Reading in Kyoto (RS)

- Poetry in Kansai [poetry reading]
- Reader: Cid Corman, poet, essayist, translator
- 9-10 Threads on SWET-L (HU) [viruses, virus protection, recommended Web sites and Web pages]
- 11-14 Dear Aunt Eva (DS) [ethical problems: ‘ware-ware nihonjin’ mentality; inadequate handling by previous native-English checker]
- 14-17 Interview
  - Life Outside the Kanto-Kansai Areas (CR)
  - Interviewed: Chris Ryal, writer and editor, of Fukuoka, Kyushu
- 18 Book Fair Report
  - Bookworms Anonymous Meet (HU)
- 19 Report from the Steering Committee [call for ideas and participation in newsletter, events, etc.]

**No. 100 (February 2003)**

- 1 Announcements
  - SWET Newsletter’s 100th Issue [thanks for support]
  - IJET-14 Coming in May [conference: International Japanese/English Translation]
  - SWET Monthly Meetings [check Website for latest information]
  - Tokyo International Book Fair 2003
- 2-3 Kyushu Meeting Report
  - KyushuWord* Takes to the Road (CR) [e-list of translators, editors; social event]
- 3-4 Interview
  - Away from the Big Cities (CR)
  - Interviewed: Edward Lipsett, translator, of Fukuoka, Kyushu
- 4 Wanted (HU) [call for original haiku or amusing English usage as fillers]
- 5-8 From the Trenches
  - Making the Most of Your Word Processor (HA) [tips for working more efficiently]
  - Subheadings: Pick the right tool for the job; Ignore the customer’s requirements; Use automatic spell-checking facilities
- 9-10 Rough Words (JS)
  - Editor Won’t Lie, Lays Egg [misuse of English by native speakers]
- 10-11 Threads on SWET-L (HU) [capitalization, apostrophes, the Japanese *it’s*]

## Contributors

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