

OTAKI HISTORICAL JOURNAL INDEX

volumes 1-40 : 1978-2018

BACKGROUND AND SCOPE OF THE JOURNAL

An issue of the *Historical Journal* has been published by the Otaki Historical Society each year from 1978, with the exception of 2001, when it was substituted by Rex Kerr's book *Otaki Railway*.

Gordon Dempsey wrote in his editorial of the first issue of the *Historical Journal* that publishing a journal was believed to be one of the most suitable ways of fulfilling the aim of the Otaki Historical Society 'to collect, record and preserve items of historical interest pertaining to Otaki and to sponsor ... publications in order to preserve the heritage of the past'.

The primary area of interest of the Society is the Otaki region. However the *Journal* has also published material relating to the rich history of the broader region, stretching from the mouth of the Rangitikei River in the north, to Paekakariki in the south, and to the Tararua Range in the east.

The Maori heritage of the region has, throughout, been a key feature of the content of the *Journal*. The broad scope of topics covered has created a resource that is of interest and value for example to current and former residents of the region, to local history researchers, to those involved with local, organisations and societies, as well as to students at all levels of the educational sector, and to family historians.

The Society has commissioned Elaine Hall, freelance indexer, on an on-going basis, to prepare an in-depth index to all published volumes in the belief that such an index will enhance access to the impressive wealth of material that has been published in the *Journal* over the years.

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NOTE:

- This publication was originally issued with the generic title *Historical Journal*, the publisher's name – that is, the Otaki Historical Society – being appended in varying styles over the years, to clarify the scope of the journal, and to distinguish it from other journals with the same generic title.
- In 2011, that is from volume 33, the title *Otaki Historical Journal* was adopted as a clear, brief, and distinctive way of conveying the key aims of the journal.
- In this index, the title *Otaki Historical Journal* has now been applied to all references in all published volumes of the journal.

INTERLIBRARY LOAN REQUESTS:

- When you have identified something of particular interest using the index, and you want to obtain a copy of the full article through the Interlibrary Loan system operated between New Zealand libraries – and indeed worldwide – you need to provide details of the page numbers of the full article in the particular issue of the journal.
- Now you can go to www.otakihistoricalsociety.org.nz → JOURNALS, subsection: WHATS IN PREVIOUS JOURNALS; a click on the image of the volume you are interested in takes you to a link that includes a copy of the contents page of that journal, where you can identify the page range of the article.

STRUCTURE OF THE INDEX

The index presents, in one alphabetical sequence, entries for:

— **names** of, for example:

- people, including the authors of contributions to the journal – Meyer, Daphne
- clubs and societies – Otaki Players Society

- churches – Rangiatea Church
- iwi and hapu – Muaupoko
- ships and other vessels – *City of Auckland* (ship)
- schools – Te Horo School
- businesses – Penray Gardens
- places – Kapiti Island

and

— **subjects**, for example:

- flooding
- influenza epidemic, 1918-1919
- market gardening
- rope-makers and rope-making
- whaler/Maori partnerships

Each entry is followed, on the line below, by one or more **subentries** (in alphabetical order of first significant word), giving information on the particular aspect of the name or subject covered, for example:

Brown, Byron Paul
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 Otaki Maori Brass Band
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The **location of the information** relating to the entry follows each subentry, in the style of the volume number, and then the page number. For example, the article by Hugh T. Jones is on page 55 of volume 27.

Jones, Hugh T.
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When the index entry is for a **photograph, map, drawing**, or other type of illustration, this is indicated by the appropriate term following the page number, as shown below:

Tararua Range
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 Otaki Forks: sketch map detail 20:42*map*
 Tararua Peaks 19:17*photo*

See references alert the user to look under a different entry. For example,
 Colenso, Frances *see* Simcox, Frances Mary (Fanny) (née Colenso)

See also references alert the user to other entries that may be of interest. For example:
 aviation

see also aircraft accidents
 Battle Hill, Horokiwi
see also Horokiri engagement
 Otaki Theatre
see also Cosy Theatre

SEARCHING THE INDEX

The index is an Adobe Reader® PDF (portable document format) file. There are **3** ways in which you can search the index when you use the Internet Explorer search engine.

1. Find

Either: right click on your mouse and choose 'Find' from the menu
 or click Ctrl + F

or choose 'Find' from the drop down 'Edit' menu at the top.

Type the text you want to search in the text box where the cursor is blinking. The first occurrence of the text that you have searched will be highlighted in the index. To see any further occurrences of

the text, click on the right-pointing arrow. The left pointing arrow will take you back through a sequence of occurrences. Searches are not case sensitive.

A search for a word such as 'garden' will find all occurrences of words that begin with 'garden', including: gardens, gardening, and gardeners, and whether they are the first word of a heading, or a word within a heading or subheading.

2. Full Acrobat Search

Either: click on the down arrow adjacent to the text box for the 'Find' search
or click Shift + Ctrl + F

or choose 'Advanced Search' from the drop down 'Edit' menu at the top.

A new window opens at the side of the index. As well as a box for typing in the text of your search query, there are options to limit the search to whole works only, and to words with upper- and/or lower-case. The outcome of a search is a summary of all occurrences of your search word or phrase.

For example, a search on 'Dunstan' as a whole word with an initial upper-case letter, retrieves 54 results. Clicking on those results in sequence will take you through the index to show the full entry.

3. Bookmarks

Using bookmarks is the most effective way for browsing this large file.

Open the bookmark panel by clicking on the bookmark icon on the left of the screen (the 2nd of the 4 icons).

Clicking on a letter takes you to the beginning of the alphabetic sequence for entries beginning with that letter in the index.

You can then browse the index, using either the scroll bar on the right of the screen, or the scroll bar on your mouse.

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