



WESTERN AUSTRALIAN EXPLORATION

Guidelines for Synopses

Version

This version is dated:

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and supersedes all previous versions.

Please overwrite previous versions on your hard drive with this version.

You will be emailed when this document is updated, however, as a precaution you should visit the WAEDP website to download the latest version before commencing any new work.

Acknowledgements

Dr Marion Hercock and Associate Professor Alex George provided comments and advice that greatly assisted in the accuracy and usefulness of this Guideline.

Their input and assistance is appreciated.

Kim Epton



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Introduction

There are three types of Synopses:

- Synopsis to precede the Report of an exploration;
- Synopsis in place of a Report where the exploration has been previously published (for example, Warburton, Grey, Gregory, Carnegie).
- Synopsis where no Report exists and the exploration is known only from secondary sources.

The Synopses are considered to be contemporary writing.

Terms

The **manuscript** is the original document, generally handwritten. It may be a Journal, Fieldbook, Report, Diary or other document and, if in an Archives, not generally available to researchers. A manuscript may also be in private hands.

The readily accessible **copy of the manuscript** may be a:

- microfilm;
- microfiche;
- photocopy.

An **A3 size photocopy** (which for WAEDP's purposes may be referred to as 'the manuscript') is derived from one of the three **copies of a manuscript**.

The **transcript** (also known as a **typescript**) is produced from this **A3 size photocopy** either by:

- scanning it and the converting it to text by the process of Optical Character Recognition (OCR); or
- a typist/keyboarder.

The **transcript/typescript** may be in digital form or a printout.

Other Guidelines

This Guideline should be read in conjunction with:

- *Guidelines For Contributing Authors;*
- *Guidelines for Shortened Forms;*
- *Guidelines for Referencing.*

Synopsis – Report in the Volume

Expedition to Champion Bay and Hutt River estuary, June 1847. Fieldbook

| | | |
|--|---|--------------------------------------|
| Exploration No. | 153/1847 | |
| Diarist | John Septimus Roe. | |
| Persons known to have accompanied the expedition | Henry Churchman Gregory Samuel Mayeau/Mayo (private, 96th Regiment) Charles Sholl William Simpson (chainman) Dr Ferdinand Von Sommer Private Wilcox (probably John Wilcox, 96th Regiment). | [In alphabetical order by Last Name] |
| Start Date | Wednesday, 2 June 1847. | |
| Finish Date | Wednesday, 30 June 1847. | |
| Duration | 29 days. [spell out numbers up to and including ten] | |
| Start Place | Gage Roads, off Fremantle. | |
| Route | Roe sailed north along the west coast to Champion Bay. He explored inland via Mount Fairfax, then generally NW to the Hutt River estuary (Hutt Lagoon) and then headed NW on the coastal side of the lagoon and back SE on the inland side of the lagoon. He then headed east inland tracing the Bowes River and the Chapman River to Champion Bay. | |
| Finish Place | Champion Bay. | |
| Summary | Roe surveyed Champion Bay for maritime purposes. The watercourses and hills described by George Grey in April 1839 were examined. Roe noted the terrain, soils, vegetation, potential timber and water resources, and commented on wildlife. He encountered Aboriginal people and remarked on their huts and pathways. | |
| 1:250,000 Maps | Geraldton Special SH 50–01, Dongara SH–05, Hill River SH 50–09, Perth Special SH50–14. | |
| Reference | SROWA, WAS 32, Cons 3401, Item ROEJ/06. Plan/map: SROWA, WAS 50, Cons 3423, Item 70. | |
| Notes | | |

Separate map titles by a comma.

Separate references by a semicolon.

Use only those abbreviations listed in the *Guidelines for Shortened Forms*.

Separate components of the reference by commas.

Indicate page numbers thus; pp. 567-69.

Do not use parentheses or brackets in a reference.

See *Guidelines for Referencing*.

Title

If the diary/journal/fieldbook has a title, reproduce it in **bold** text, not italic, above the Synopsis table.

If there is no title, prepare one that gives:

- the what (an expedition, or a survey, or a journey);
- the where (the present day name for the place or region explored); and
- the when (the year and if necessary to differentiate from other exploration, the month).

Body of the Synopsis

The entire body of the Synopsis is set in italics. This means that any references and other text normally italicised are set in roman.

All entries have a full stop.

Identification

Each report is given a unique Expedition Reference Number. This is the day of the year that the expedition started. For example John Forrest's 1869 search for the remains of Ludwig Leichhardt commenced on 15 April, which is day number 105 of the year, therefore the ERN is 1869/105. Use the matrix in the Appendix of this Guideline to determine the ERN.

There are occasions where two, separate Explorations started on the same day. Some explorations produced more than one account. To differentiate between these the initial letter of the Diarist's surname should follow the Exploration Number. For example, Stirling's report of the Great Southern Expedition would be 1835/292S and Roe's report would be 1835/292R.

Diarist

This is the writer of the diary or report. Use the first name and last name of the Diarist.

Use titles (for example, Mr, Dr, Sir, Captain, Capt.) as recorded by the diarist. Do not insert any other titles, even if known, as the title or rank they held at the time of the expedition may be different from that by which they are more widely known.

Persons known to have accompanied the expedition

Use the first name, middle name(s) and last name of the expeditioners.

List in alphabetical order by last name.

Use titles (for example, Mr, Dr, Sir, Captain, Corporal) as recorded by the diarist. Do not insert other titles or ranks that were not held at the time, however, where ranks or other identifying appellations are known they should be included.

Start Date

When known include the day (spelled in full) followed by the date with the month spelled out (do not use numerals) and a four digit year. Check that the diarist has stated the correct date and day.

Finish Date

Apply the same rules as for the Start Date. Check that the diarist has stated the correct date and day.

Duration

The duration of short Expeditions can be easily calculated. For longer expeditions use <http://www.timeanddate.com/date/duration.html>.

Spell out numbers up to and including ten. Use numerals for numbers greater than ten. For more information see *Guidelines for Contributing Authors*, p.9.

Start Place

Where a Start Place indicated by the Diarist is not immediately identifiable, it is the Editor's task to determine the present day name.

Route

Provide a summary of the Route undertaken, using present day locations. It is not intended that this be an account of each day's travel. If the diarist indicates the total distance travelled or it can be calculated, state this value (in kilometres).

Present the Route in Standard English, not note form.

Finish Place

Where a Finish Place indicated by the Diarist is not immediately identifiable, it is the Editor's task to determine the present day name.

1:250,000 Maps

1:250,000 topographic maps for all of Australia may be downloaded free as Georeferenced PDFs from Geoscience Australia's Map Connect website. Go to <http://www.ga.gov.au/topographic-mapping/mapconnect.html>.

It is useful to know what mapsheets are required before the Route is summarised.

Summary

Present a Summary of the Exploration, written in Standard English, not note form. This Summary should include the major achievement(s) of the Exploration. Determining the success or otherwise of an expedition may not always be possible, however, if it is clear the Exploration achieved nothing of note or failed in its objective, this should be stated.

Use only those abbreviations listed in *Guidelines for Shortened Forms*.

References

List the known original sources of the fieldbook, report, letter, or journal entry in the List of References Cited style (see *Guidelines for Referencing*, p. 9).

Separate each reference by a semicolon. Separate each component of the reference by a comma.

Use only those abbreviations listed in *Guidelines for Referencing*.
Indicate page numbers thus; pp. 567–69.

Notes

Note form may be used rather than Standard English, if desired.

Synopsis – Report not in the Volume

Grey's 1837 Kimberley Expedition

| | |
|---|--|
| <i>Exploration No.</i> | 1837/5 |
| <i>Diarist</i> | Lieutenant George Grey. |
| <i>Persons known to have accompanied the expedition</i> | Corporal R. Auger (Sapper) Corporal J. Coles (Sapper) J.C. Cox (Stock Keeper) Evan Edwards (Sailor) R. Inglesby (Shoemaker) Lieutenant Franklin Lushington Private R. Mustard (Sapper) Thomas Ruston (Sailor) Mr Walker (Surgeon) Henry Williams (Shoemaker). |
| <i>Start Date</i> | Sunday, 3 December 1837. |
| <i>Finish Date</i> | Monday, 30 April 1838. |
| <i>Duration</i> | 149 days. |
| <i>Start Place</i> | Lushington Valley, Saint George Basin, west Kimberley. Lushington Valley lies to the south-west of Gap Island and runs from the Macdonald Range in a north-east direction. |
| <i>Route</i> | Grey and Lushington explored to the south-east as far as the Stephen Range before returning to his depot. |
| <i>Finish Place</i> | Lushington Valley. |
| <i>Summary</i> | Grey named and described the Glenelg River, seriously over estimating its importance. He found aboriginal rock paintings and numerous other rivers. |
| <i>1:250,000 Maps</i> | Prince Regent SD51-16. |
| <i>Reference</i> | Grey, George, Expeditions in North West Australia, Volume 1 & 2, Hesperian Press, Carlisle, WA, 1983, 1984. [Facsimile Edition] |
| <i>Notes</i> | This is a synopsis of Grey's expedition. The full text of the expedition is available in the above-referenced publication. |

Sequence

Insert the Synopsis in the correct chronological sequence within the volume.

What to Include

Include all information that would be required for a standard Synopsis, if it is known.

Supply the reference to the published work in List of References Cited form – See *Guidelines for Referencing*.

Use the standard wording as in the Synopsis above for the Notes section.

Synopsis – Reference to an Expedition with no Report (information from secondary sources)

Armstrong's search for information on the salt lake to the north-east, July 1836

| | |
|---|---|
| <i>Exploration No.</i> | 1837/5 |
| <i>Diarist</i> | Francis Armstrong. |
| <i>Persons known to have accompanied the expedition</i> | Two unnamed Aboriginal guides. |
| <i>Summary</i> | Armstrong described a water body or Moleyea based on interviews with Aboriginal men from different tribes. |
| <i>1:250,000 Maps</i> | Perth Special SH 50–14, Kellerberrin SH 50–15. |
| <i>Reference</i> | Perth Gazette 16 July 1836. |
| <i>Notes</i> | Armstrong's letter to the Perth Gazette is published in Moore, George Fletcher, <i>Evidences of an Inland Sea, Hesperian Press, Carlisle, 2008 [1836, 1837]. Refer to Appendix 2, pp. 49–50 in that volume. See also, Armstrong's 9 June 1836 letter to the governor at p. 34 in WAE 1836-1845.</i> |

Sequence

Insert the Synopsis in the correct chronological sequence within the volume.

What to Include

Include all information that would be required for a standard Synopsis, if it is known.

Supply the reference to the published work in List of References Cited form – See *Guidelines for Referencing*.