

CONSULTANCY GROUP

'Making IT work for you.'

The breadth of activity covered by members of the Consultancy Group is diverse, but whatever the field, information is at the core of the services provided to clients. The virtual library is a resource that is particularly relevant to the circumstances in which many consultants work, and illustrations of its usefulness to consultants will be given by the keynote speaker.

In addition, it is almost inconceivable to imagine operating without the help of information technology of some form. 'Sole practitioners' often operate in some kind of network and the larger the network, the more problematic communication may become. IT can assist with this, but security and confidentiality can be worrying issues. Help is often needed in dealing with security issues (e.g. removing obdurate spyware) that people are often afraid of tackling because of complexities and the difficulty of getting reasonable advice rather than scaremongering. The meeting will address some of these worries.

Another major aim of the meeting is to provide an opportunity for networking and also to share experiences about IT serving the chemical consultant. Short contributions from members about their experiences with IT, beneficial or otherwise are invited.

CPD certificates will be provided on request.

Programme for the Meeting on 15 May 2007

in the Council Room, RSC, Burlington House, Piccadilly, London

Time		
11.00	Registration	Coffee available
11.25	Chairman's introduction	
11.30	The RSC virtual library as a resource for the chemical consultant	Mrs Nazma Masud Royal Society of Chemistry
13.00	Luncheon	
13.45	RSC-CG Annual General Meeting	
	Followed by:	
	How to cope with IT security and confidentiality	Stewart White IT Troubleshooters Limited
15.00	Contributions from members/open forum	
16.00	Close of meeting	Tea and coffee available

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Registration for the Meeting on Tuesday 15 May 2007

Registration fees (including lunch and refreshments are:

RSC Consultancy Group (RSC-CG) and JCF members	£25
Other members of the RSC	£35
Non-members	£45

If you wish to attend the meeting, please complete the registration form (photocopies are acceptable for additional delegates), using **BLOCK CAPITALS**, and return it with your remittance (one cheque acceptable for more than one delegate) to the address given below.

Registration Form

I and guest(s) wish to attend the RSC-CG meeting on Tuesday 15 May 2007 on:

'Making IT work for you.'

Name (and title)	I am / am not* a member of the CG/JCF (Please state CG or JCF member, e.g. IoP)
Address	I am / am not* a member of the RSC (Membership No.) Is a receipt required? Yes / No*
Signature	Is a CPD attendance certificate required? Yes / No* * Delete as appropriate.

I enclose remittance of £..... Receipts and CPD certificates will be available at the meeting
Please note that the RSC-CG is not registered for VAT.

Cheques to be made payable to 'RSC Consultancy Group'.

Please return your completed form to: Dr D Simpson, Programmes Secretary, RSC-CG
14 Walnut Drive
Mile End
Colchester
Essex CO4 5ES
Telephone 01206 851775

Cancellations

We regret that refunds cannot be made unless written cancellation has been received more than two weeks prior to the meeting. Substitutions can, however, be made. If the substitute is in a different registration category, the difference in registration fee is payable.

If, exceptionally, a delegate registers without enclosing payment (e.g. late registration), payment will be due at the meeting. If the delegate fails to attend the meeting this will be deemed to be a cancellation without due notice and payment will be due within two weeks of the meeting.