

# UNPIGGABLE

## PIPELINE SOLUTIONS FORUM

Houston, Texas • June 12–13, 2019

### *Speaker and author information*

#### Conference website:

[www.clarion.org/UPSf2019.php](http://www.clarion.org/UPSf2019.php)

#### Key points

- Send a biographical introduction for all authors (50-100 words) by **May 1, 2019**
- Deadline for final papers: **May 1, 2019** – use our MS Word template
- Deadline for presentation slides: **May 31, 2019** – use our MS PowerPoint template
- Commercialism must be avoided

#### 1. Schedule for paper and presentation slides

Your paper will be edited for style, desk-top published, and distributed electronically after the conference. The abstract will be published in the conference handbook. In order to meet our production deadline, a file in Word (formatted for a PC) including all illustrations and tables is required by **May 1, 2019**. Please prepare your slides using the template provided and get these to us by **May 31, 2019**.

#### 2. Sending the paper and presentation files

**Upload:** Please upload your paper and any associated documents to our server here:

<https://clarion.wetransfer.com/>

**Email:** We highly recommend uploads over email. However, you may send the paper as an email attachment provided the file size does not exceed 5Mb. The email address is [bjlowe@clarion.org](mailto:bjlowe@clarion.org)

#### 3. Registration details

Complimentary registration will be provided **to one speaker or author per paper**. If there is more than one author, please let us know **who is to receive the complimentary offer** and which co-authors will be attending. Also see items #4 and 5 below.

#### 4. The hotel, exhibition, overnight accommodation

The conference will take place at the Marriott Westchase Hotel, 2900 Briarpark Dr, Houston, TX 77042, USA, tel +1 713 978 7400. When booking your accommodation, please mention the *Unpiggable Pipeline Solutions Forum* to receive our discounted group rate of \$149 + tax (although this has limited availability).

#### 5. Conference check-in, name badge, etc.

The conference registration desk is in the hotel lobby. There will be a welcome reception from 5 to 6pm in the Exhibition Area, which is in the Grand Pavilion Foyer. Name badges and conference materials will be ready at the conference registration desk, which opens Tuesday, June 11, at 5pm. You do not

need to complete any registration forms for the complimentary registration. Co-authors may register at the discounted registration fee of \$995 using the online form here:

[https://www.clarion.org/UPS\\_Forum/ups2019/registration.php](https://www.clarion.org/UPS_Forum/ups2019/registration.php)

## 6. Instructions for preparing your paper

*Please prepare the paper and presentation using the UPSF 2019 templates.*

We require all authors to use the UPSF 2019 templates to prepare their papers and presentations. Papers must be in Word and presentations in PowerPoint. Download the templates here:

[http://www.clarion.org/UPS\\_Forum/ups2019/UPSF-speakerinfo.zip](http://www.clarion.org/UPS_Forum/ups2019/UPSF-speakerinfo.zip)

Photographs, illustrations, and tables are welcome: they should be added to the paper and labelled with the same figure/table numbers as in the text. We would prefer that photos, illustrations, and tables be grouped together at the end of the narrative text pages.

There is no prescribed length for the paper: however, a typical guideline value might be 10-20 pages, plus illustrations.

It is important that you submit good quality original material in order to get good quality reproductions.

**Copyright.** For the purposes of the conference, we require a joint copyright to the paper as submitted. Papers may be published after the event in our official publication, *Pipelines International*. We will provide a notice of copyright in the names of the author and Clarion/Tiratsoo Technical.

In addition to your paper, you may supply brochures and other informative literature (300 copies) for distribution at the conference. Please contact BJ Lowe (see below) if you wish to take advantage of this.

## 7. Timing

This will be a multi-track conference, and it will be important for each presentation to finish at the programmed time to allow delegates to move between tracks. The time allotted for each presentation will be 25 mins, plus five minutes for audience questions = **30 mins total**.

## 8. Biographical note

For the information of the participants and the chairman's introduction, please provide a brief biography which includes your present position, work experience, contributions to your field, publications, professional memberships, academic degrees, etc. Kindly limit this to 100 words. **This is required by May 1.**

## 9. Projector, laptop

Our laptop and projector will be in the conference room, and we will load your presentation onto this laptop.

## 10. Audio

We will provide a full audio system in each of the conference track rooms. The speakers will use a radio microphone, while the chairmen and delegates will use stationary microphones.

## 11. Other equipment

Please contact BJ Lowe if other equipment is required.

## 12. Exhibition

The conference will be accompanied by an exhibition. Information on exhibiting is available online at [www.clarion.org](http://www.clarion.org).

## 13. Event schedule

June 10-11	Training course: Inspection of Challenging Pipelines	8:00am – 5:00pm
June 11	Welcome reception and Exhibition opens	5:00pm – 6:00pm
June 12	Conference technical sessions and Exhibition Cocktail reception in the Exhibition area	8:15am – 5:00pm 5:00pm – 6:00pm
June 13	Conference technical sessions, Exhibition	8:30am – 4:00pm

## 14. Organizers

### **BJ Lowe**

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