

Dear Colleague

Welcome to the 2003 annual conference of the TLRP. This year it will be attended by representatives from all three Phases together with Scottish Extensions, CDAs/RTFs, Steering Committee, the ESRC Secretariat, RCBN and key organisational contacts. This is a rare event in the eight-year life of TLRP when all projects across three Phases will be able to meet together.

It is therefore an important and exciting opportunity for discussions between researchers and users across the whole Programme, and we have focused these on the key topic of the conceptions of learning and teaching which underlie our research. We hope that everyone will feel able to use the wisdom of others to strengthen their own work, and equally be willing to share their own expertise.

We are delighted that Lewis Macdonald MSP and Deputy Minister for Enterprise and Lifelong Learning will be joining us. There are high expectations of TLRP, and we look forward to working with you again towards their fulfilment.

Group sessions

Your delegate pack contains a list of the groups you will be in per session for each day that you are attending. Times and room numbers are marked on the lists; most rooms are located on the Conference floor except for Dee and Don which are just past the hotel Reception area. There are plenty of signs, site plans and staff to help you locate your room.

Conference Reception

Suzanne and Lynne will staff our conference reception desk in the Rivers Foyer during most of each day. There will also be a Marriott conference team assigned to us who will be happy to help you with any queries or problems.

Conference Dinner

In addition to our main business we have an opportunity for conversation at the private Conference Dinner on Wed 19th in the Pentland Suite. Please gather in the private bar at the back of the Pentland Suite from 7pm for a welcome glass of sherry. The informal buffet dinner, offering you a range of freshly prepared dishes to choose from, will start from 8pm.

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This will be a mixture of vegetarian and non-vegetarian dishes; if you have informed us of special requirements beyond this, please give your name to the servers. There is no seating plan so please choose your own dinner companions.

The buffet will be accompanied until 10pm by Celtic music from the Blackford Fiddle Group, formed through a community-based action research project on musical participation (see enclosed flyer). This has kindly been organised by Peter Cope from the Phase III project 'Competence-based learning in early professional development of teachers'.

Refreshments

As you will see from the programme there are scheduled coffee, lunch and tea breaks, with iced water provided in all the meeting rooms. For the Conference Dinner, a glass of sherry and 2 glasses of wine are provided for you. A late bar (until 12.30am) is available in the Pentland Suite for the Conference Dinner, and the hotel bars and cafés are open to you, but you will need to pay for drinks or food extra to those provided.

Hotel Business Facilities

We will expect presenters to have brought with them all the materials they need for the conference. If you should need to use the hotel's photocopying, fax or phone services, you will need to pay for these yourself, whether for the conference or for your own project work.

Overnight Accommodation

If you are staying overnight, Marriott staff will explain to you the procedures for checking in and out; your rooms should be available from lunchtime onwards and they will stow your luggage for you. Please ensure that you vacate your rooms before 9am on your day of departure. If possible, please stow your luggage in your cars at that time; if you are travelling by other means, the hotel has limited storage you can use. Please also see the full information provided in your room for your stay, including Fire Safety procedures.

If you have any queries during the conference, please contact Suzanne and Lynne and they will be pleased to help you.

We hope you will enjoy the conference.

Best wishes

Dr Mary James, Deputy Director
On behalf of the TLRP Directors' team