

IAPetus



Quarterly Bulletin For the Institution of Analysts & Programmers

Issue 18

June 1996

Preparations are being made, speakers recruited...but are YOU coming?

This year's conference will be held at the Crewe Arms Hotel, Crewe, Cheshire on Saturday 26 October.

It will include the customary Members' Forum, and will be followed by the Institution's Annual General Meeting. Oh, and lunch with wine, tea and coffee...and all for the princely sum of £60 + VAT.

Speakers so far include John Flanagan, the Managing Director of

AXA Animation Software, who will talk about animation and the com-

Michael Cox of the Civil Aviation Authority, who'd like to tell us about a system he's devised for designing databases. And there will be more!!!

The Crewe Arms Hotel is situated opposite the railway station, and is a few miles from the M6.

They have 52 rooms,

and if you would like to spend the night, call them on 01270 213204 to make your arrangements.

I am hoping to be able to arrange some kind of informal get-together in the evening for those who decide to stay...being friends with the local night-club's owner helps!!

I hope to see you all there.

Conference

AGM

Notice is hereby given that the Annual General Meeting of the Institution of Analysts and Programmers will be held at 5:30 pm on Saturday 26 October 1996 in the Crewe Arms Hotel, Crewe, Cheshire.

It would be appreciated if those members planning to attend would inform the office so that we have some idea of the numbers to be expected. Only corporate members (Members, Fellows and Companions of the Institution) are entitled to vote at the meeting.

E-mail

Please note that the Institution can now be reached by e-mail: dg@iap.org.uk

Agenda

1. Approval of the Accounts of the Institution for the year ending 31st May 1996.
2. Approval of the appointment of the Auditors for the current year, and authorisation for the Council to determine their fee.
3. Any other business.

Unless other instructions are received in writing at the Institution's Office prior to 14th October, 1996, it will be assumed that, if you are not present, your proxy will rest with the Chairman of the Meeting.

Notice of any other business to be considered must be sent in writing to the Director General to be received no later than 14th October, 1996.

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Council Elections 1996

204 Votes Cast

Phase 1	Jim Bates	33	34	39	43	
	Anne Gray	53	57	59	66	91
	Ian Hargrave	11	13	16		
	Andy Morrey	8				
	Alex Robertson	87	88	89	93	109 Elected
	Nick Swain	11	11			
	Spoilt/No Pref.	1	1	1	2	4
	Total	204	204	204	204	204
	Quota	102	102	102	102	101

Phase 2	Jim Bates	59	62	65		
	Anne Gray	89	94	103		Elected
	Ian Hargrave	15	17			
	Andy Morrey	11				
	Nick Swain	27	28	33		
	Spoilt/No Pref.	3	3	3		
	Total	204	204	204		
	Quota	101	101	101		

Phase 3	Jim Bates	102				Elected
	Ian Hargrave	26				
	Andy Morrey	23				
	Nick Swain	48				
	Spoilt/No Pref.	5				
	Total	204				
	Quota	100				

Phase 4	Ian Hargrave	67	86			
	Andy Morrey	40				
	Nick Swain	85	104			Elected
	Spoilt/No Pref.	12	14			
	Total	204	204			
	Quota	97	96			

Phase 5	Ian Hargrave	116				Elected
	Andy Morrey	70				
	Spoilt/No Pref.	18				
	Total	204				
	Quota	94				

The results of the 1996 election for the Council of the Institution are attached.

The vote was conducted using a single transferable vote for five individual places on Council. Since the election was announced, Leslie Almeida has decided to stand down from Council due to pressure of work resulting in a casual vacancy on the Council.

Those elected to Council are also directors of the Institution under the terms of the Companies Act, as the Institution is a Company Limited by Guarantee.

The results are as follows:-
Elected for the period 1st June 1996 to 31st May 1999.

Jim Bates
Anne Gray
Ian Hargrave

Alex Robertson
Nick Swain

Elected to fill the casual vacancy until 31st May 1997.
Andy Morrey

*Megan C. Robertson
Returning Officer upon
the occasion*

The Director General writes...

We had a particularly strong feeling of 'deja vu' here at the Institution office recently.

The office computer system, a somewhat geriatric representative of its kind, was suddenly overcome with nostalgia for the past and started dating everything 1 January 1990. It seems that a number of letters were printed and sent out to members before staff discovered the mistake and started running round in circles screaming.

Fortunately when they calmed down the problem was easily cured and the system has behaved itself since. But it is on borrowed time!

I managed to stay calm, but the incident reminded me of an American broker I know who always has his office on the ground floor, so that in times of stress he can jump out of the window without coming to any harm! I must get my office moved, I think, before anything more serious happens.

Otherwise work has been progressing steadily on all fronts. We have hired a marketing specialist. Michael Heppner, to help us co-ordinate and prioritise a range of schemes to raise the public profile of the Institution, something that many members have said they want. Michael is anxious to canvass the views of ordinary IAP members. so you may be getting a call from him. Already his work is helping us sharpen the focus in a number of areas.

For existing members there are really two things we can do. Firstly we can help them to become better trained, more skilful and therefore more valuable in the marketplace.

We can help them to market themselves more effectively and thus secure better paid work which will look good on their CVs.

Our educational programme, the Conference, the support and advice of the Institution and its members, and our scheme to harness the power of the recruitment consultants all address this aspect of our service to our members.

The second thing we can do is help lift some of the everyday burdens off our members' backs, freeing them to get on with what they do best.

As a group of some 3,000 people with similar skills, working patterns and requirements we are uniquely positioned to organise mutual support.

The IAP's arrangements to provide professional indemnity and private medical insurance are designed to exactly meet the needs of people working in IT, and in terms of value for money they probably cannot be bettered. Our legal advice service is even more remarkable: it is free!

Other possibilities we are looking at include business finance, mortgages and pensions.

More and more of our members are having to work on contracts. This is partly due to post-industrial revolution social changes which will eventually affect everyone, and partly due to the nature of IT work and its rapidly changing technology.

But IAP members are highly valued people. Provided they keep their skills up they are never going to be out of work. It does not make

I am startled, yea even gobsmacked and flabbergasted.

Why? you ask. After 12 years of happily-married life, Alex and I find ourselves to be expecting a baby! One way of increasing IAP membership, no doubt.

It's certainly caused a lot of turmoil in the Robertson household. For a start, where are we going to put a baby? What with computers, books and 2 large dogs, there is not an inch to spare; so some kind of major re-organisation is on the cards. At least, as we both work from home anyway, there should not be a significant problem as far as earning an honest penny is concerned... I'll just have to learn to type one-handed!

What else is going on? The recent Council election has resulted in definite signs of approval for what has been going on so far, with all four of the retiring members who chose to stand being re-elected. We shall miss Harold Ead, who chose to stand down – and hope that he will continue to take an active interest in all that's going on, especially in the area of Education, to which he has contributed so much already.

Plans for the Conference are well in hand... and I assure you that the venue, about 3 miles from the hospital I am booked in at, was chosen before I knew I was pregnant! So if I disappear hastily half way through, it is not because I have gotten bored with the proceedings.

Megan C. Robertson

sense for them to be penalised just because they don't have permanent jobs.

*Michael C. Ryan
Director General*

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To receive more information phone 01689 856919 or see our internet site on www.kelwin.co.uk/consultdirect.

New IAP ties... at last!

At last the Tie Committee's labours are rewarded – we have some new Institution ties. The initial design is in two plain dark colours, Oxford blue or burgundy; suitable for interviews and other formal occasions.

The ground material is good quality silk in a fine jacquard weave with a subtle all-over shadow pattern of the IAP shield motif woven into the cloth. The ties are fully lined, and carry the Coat of Arms woven in full colour in the under-knot position. You can almost read the motto!

The ties are available from the Institution office at £20.00 each, including VAT. Please send cheque with order or pay over the telephone by credit card. Receipted invoices will be sent with your order.

In addition to these formal ties, we are working on a lighter tie in a more modern design, suitable for smart everyday wear. Details will be announced in *IAPetus*. Rumours that RoSPA is attempting to prevent the DG from having any part in the design process are exaggerated.

Earn a free tie!

The Institution is offering one of the new ties FREE to any member who successfully sponsors a friend or colleague to join the IAP. This offer is open for a limited period, and will apply only if the applicant is subsequently admitted as a Member or Fellow of the Institution.

Application forms and copies of

the Institution's new brochure will be sent to anyone who thinks he might be able to recruit a new member. The applicant should then apply in the normal way, as instructed in the notes on the application form.

To qualify for his free tie, the sponsor should complete the Sponsor's section on the back of the form and say which colour tie he would prefer – blue or burgundy. The tie will be sent as soon as the applicant is elected.

Free legal advice

We would remind members that one of the benefits that they enjoy is access to free legal advice.

This service is provided by two of our members who are solicitors with Browne Jacobson, a top international law firm; and provides free advice for up to half an hour per problem. It is available both to individual members of the Institution and to businesses controlled by members.

The free service is limited to legal aspects of members' work in information technology: it is a telephone service and does not include writing letters or considering documents sent through the post. However, Browne Jacobson is a large practice with some 200 staff. Being based in Nottingham its charges are well below London rates, and the firm would be delighted to quote members for any kind of legal work. Members should call:

Mark Snelgrove or Selva Naidu at
Brown Jacobson Solicitors –
0115 950 0055.

IAP Coat of Arms

The Institution's Coat of Arms is available for use by members, and it is intended for that purpose. But there are certain rules.

The design must be accompanied by the words 'Member – Institution of Analysts and Programmers', and set out in the prescribed size and form. Its use is restricted to the personal and business documentation of members of the IAP (except Students), and of appropriate businesses controlled by members.

Full details of these rules, together with large copies of the design in a form suitable for scanning may be obtained free of charge from the Institution office. The information is also available on disk as GIF and TIF files for £5.00 including VAT.

Overworked member seeks help

An opportunity is emerging for a self-motivating, proactive person with skills and experience in Visual C++, Visual-Basic, Access in Win, Win95, WinNT environments.

Fields include Public Utility Billing, Stock/Accounting, CAD Extension systems. (Experience with AutoCAD ADS/ARX and/or Utility Billing desirable but not essential.)

Milton Keynes area, 6–12 months possibly leading to full-time employment.

Please write with details/cv and indication of required remuneration.

Replies by post only, please, to:
Martin Carlile

7 Bells Meadow, Willen Park
Milton Keynes, MK15 9DG

Professional Indemnity Insurance

There has been considerable interest in the Institution's bespoke PI insurance scheme, both from existing members and outsiders.

PI is something that no one expects he is ever going to need, but it is something that employers are increasingly demanding. Whatever the rights and wrongs – if you've got to have it you've got to have it!

Benefit Members

The Institution's policy is backed by General Accident, one of Britain's largest insurance companies. It is a truly comprehensive policy and we believe, due to the bulk purchasing power of the Institution in this specialised field, provides unbeatable value for money.

Premiums are calculated individually, depending mainly on the amount of cover required and the anticipated turnover of the business. Add-ons are available to cover public liability, employer's liability and home/office insurance.

Application forms are available from the Institution office, or members may prefer to discuss their requirements directly with the specialist broker who is administering the scheme for the IAP:-

Mike Burdon,
Insurance Management,
3 Northernhay Place,
Exeter, Devon EX4 3QE.
Tel: 01392 57942

Private Medical Insurance

Many thanks to all those who returned the questionnaire cards concerning private medical insurance. Those of you who gave your names will be informed directly there is something definite on offer.

Initially we were surprised by the overwhelming response, since health is not a consideration peculiar to IAP members. But thinking about it, IAP members are high earning individuals who work to tight project deadlines. If they are sick matters need to be organised so as to minimise their loss of earnings.

Negotiations are at an early stage, but again we anticipate that the bulk buying power of the IAP, plus members' age and earnings profile, will enable us to secure a very attractive package. We are hoping to include an option to ensure that cover continues during periods of unemployment.

fits of ership

1996 Register of Consultants

The Institution's 1996 Register of Consultants will be published in the autumn.

If you are sometimes available for consulting work we recommend you to have an entry in the Register: it costs nothing, and the Register is sent out to everyone we hear about

who might need a consultant. Those of you who had entries in last year's Register, or who have written to us since with new entries or amendments, will appear automatically in the 1996 edition.

We will follow your most recent instruction, with the minimum of editing necessary to standardise presentation and make the entries fit the page.

Some of you may like to add further amendments, or perhaps to draft an entry for the first time. A glance through last year's Register and the guidelines below will be helpful.

Name and qualifications – we will print your first name, surname, degrees and professional qualifications as shown in the IAP's membership database unless we have been otherwise instructed.

Address – we will repeat what we have unless otherwise instructed. You may prefer to use the name and address of your business. We will print telephone, fax, mobile, e-mail and website numbers – whatever you tell us you want. We cannot overstate the advantage of giving phone numbers where potential clients can talk to

a real live person – even a wife or mum who can ring you at work. We know of many occasions when members lost business because they only had answering machines. Jobs go to human beings.

Work experience – up to 70 words – many potential employers know nothing about IT: this section should be drafted with them in mind. Minimise IT jargon; just say in simple language where you've worked and what you did. Try to build in key words that a potential client might use to search the Register on disk.

IT capability – 10 key words – this is where you tell fellow professionals what you know. Jargon is permitted!

Remember the Register will be freely available to members of the public. You may get some junk mail and unwanted calls. That is the price you pay for publicity. The deadline for entries to this year's Register is 31 July. Just post or fax a draft to the Institution offices (fax no. 0181 567 4379).

The Institution and VAT

Due to a change in the law, the Institution has been advised that it would be advantageous to register for VAT.

In the future therefore we will be able to recover the VAT element of our expenditure on advertising and a number of other quite significant items, which is good news, and since subscriptions to professional bodies are zero-rated, there will be no VAT added to subscriptions.

But in future members will find VAT added to some other items – ties, disks and conference places for example. Where this is the case proper VAT receipts will be provided.

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Correspondence about *IAPetus*, contributions etc. should be sent to the Editor at 12 Bude Close, Crewe, Cheshire CW1 3XG (Tel: 01270 500565, email: mcrobertson@cix.compulink.co.uk).

Correspondence about the Institution should be sent to Charles House, 36 Culmington Road, London W13 9NH. Tel: 0181- 567 2118, Fax: 0181-567 4379, e-mail: dg@iap.org.uk.

It is now nearly two years since Mr. Ryan, our Director General, kindly opened our new computer room at Cranmore.

In that time we have instituted a programme of continuous upgrade and modification, sponsored, most generously, by Direction Technology, who built and installed the network.

We had 22 486 SX workstations and a Pentium Fileserver. We upgraded the workstations to 486 DX66 and increased the fileserver's memory to 32Mb. Then we were offered AVNET. At first we only had 12 machines linked to an AVNET server and a CDROM server. Once we saw how useful it was we bought cards for the remaining machines and installed 10 CDROM drives.

Next came an MPEG card and Video Capture card, allowing us to use a video camera with the system. Two machines, the modem server and Weather station server have been upgraded to DX100. We are now waiting to upgrade half of the network to Pentium 90s.

Multimedia

Education today must be a branch of entertainment, otherwise children will reject it. How can a child, who is used to TV, computer games and videos, be stimulated by a person standing in front of a blackboard, talking?

Children are now used to seeing for themselves, on documentaries, films or wildlife programmes. If the best we can offer is a picture in a book, we have only ourselves to blame if they are bored and do not learn. The greatest problem we face is the lack of good multi media software linked to the relevant key stages of the National Curriculum. It is pointless expecting teachers to produce this, they have neither the time, nor the expertise. A very lucrative market is sitting out there, waiting for products to buy!

AVNET is a PC based multi media teaching system supplied by DTL. At a cost of £340 per machine, two cards are added and a cable link established between the individual stations and the Network Fileserver. Each machine is fitted with a headset, allowing stereo sound and incorporating a microphone. Any source, CD ROM, CDI, video tape,

live TV camera images, or Internet pages, may be fed into the system.

The student then sees and hears this, in detail on their own workstation. The teacher can use the system to teach a 'normal' lesson, for example a video taken of a glaciated landscape, can be mixed with animations, showing the effect of glaciers and explaining lateral and terminal moraines.

The AVNET System in Use at Cranmore School

A New Approach to Education and Training?

A CD such as 'Bodyworks' may be used to teach the anatomy and functions of the kidney. SIR's French package may be used in 'Parrot mode' to use the system as a language laboratory. The reaction of Calcium with water, too dangerous to demonstrate in the lab, may be shown in detail. A video on the functioning of a Nuclear Power Station may be shown, with every pupil seeing and hearing perfectly. Roman coins may be placed in front of the camera and seen clearly by all.

In addition the teacher may allow source sound through to the pupils, or talk through the presentation himself. A cricketer's bowling action may be played back, frame by frame and his problems explained. The pupils may be given full talk-back or they may have to hit a hot key to ask the teacher for help. The teacher can monitor all of the stations in turn, or take control of the mouse and keyboard of an individual keyboard so as to demonstrate a procedure or correct a pupil's work. The system may be split with groups working from different packages or even with different.

Environment

Because AVNET runs over the NT network, it may be used to demonstrate the use of any package on the net, or to allow one group to use the net conventionally while others use multi media.

We all know that the ideal teaching environment is one to one, in a room without distractions; this is the best alternative so far found. Obviously, this applies equally in the

workplace, for in house training on software or in processes where close attention to detail is essential.

The system, as we use it, sits on top of Windows NT, our main networking system and Windows 3.11 on the workstations. Novell v.3 is also installed to allow AVNET to operate efficiently. The system has proved very reliable and robust, though we have benefited from continual upgrades of the software, as they have been developed. The system is now generally available from Direction Technology. If you would like to see the system in use, please contact Direction Technology and not the school.

We are now embarking on a much more ambitious plan, a new computer room is to be built, to double our I.T. capability. This will have P.6 machines, AVNET and the latest dual processor Fileserver and RAID system.

Parents visiting the school often ask at what age the children first use the network and look surprised when they are told, 4 to 5 years old. Whether preparing them for a field trip, or allowing them to practice the latest concept covered in Maths, the AVNET system and carefully chosen software, such as 'Mario' and 'Henrietta' allow them to enjoy using the machines.

As they move through the school, they are taught keyboard skills and prepared for the CLAIT examinations, leading to a 'real world' qualification. In their last two years they use the system as a part of their normal subject lessons, having the opportunity to work alone, during free time. Internet access is provided via CompuServe, as it presents an easy user interface and allows control of which areas are available for pupil access.

Our aim is to enable every pupil to become fully computer literate, before they leave us. The IAP's code of conduct forms part of our syllabus, in so far as it applies to teaching and learning, and all pupils learn that software piracy is wrong, to respect the privacy of other people's files etc. While they may choose to ignore what we say, they do at least realise that IT has a code of ethics and that there is a difference between right and wrong.

(Cranmore School is a Preparatory School for boys, at Horsley near

The quality of expert evidence has been the subject of much comment in the legal press since Lord Woolf reported last year on the first stage of his inquiry into civil justice in England and Wales.

Writing reports for use in court and giving expert evidence from the witness box demand skills different from those most experts acquire during the course of their professional careers, and there is growing support for the idea of formal training in these skills.

The question of training and accreditation of expert witnesses was raised again in a consultation document issued by the Lord Chancellor's Department earlier this year.

As part of their aim to keep expert witnesses abreast of developments in the field, the publishers of the *UK Register of Expert Witnesses* distributed copies of the document to all 2,500 expert witnesses listed in the Register. Of those expert witnesses who responded to it, a clear majority agreed, but with reservations, that better training was needed for a number of reasons:

To assist first-time expert witnesses. At the moment, there are no accepted standards or organisations to help support and guide inexperienced expert witnesses. Report-writing and giving evidence are not instinctive; they require planning and the ability to communicate opinions and conclusions in a straightforward manner.

You need to know your boundaries when giving evidence. Straying beyond your own field of competence may leave you vulnerable, perhaps even discrediting your evidence and ruining your side's case. Training of first-time expert witnesses would ensure exposure to good practice before bad habits become established.

To improve the skill of all expert witnesses in report-writing and giving oral evidence. Continuing education is an important aspect of any discipline, keeping profes-

sionals up to date with the latest developments in their field.

To give instructing solicitors a recognised measure of expert witness skills. It is commonplace that solicitors prefer to instruct the more senior or mature expert available.

But is it right that they should do so? Might these people be too removed from the practices of the subject area? Focusing so much work on these experts leads to delays in the writing of reports and problems when trying to schedule meetings and appearances at court. What will encourage solicitors to spread the workload and thus decrease costs and delays? Perhaps a recognised training programme is the answer.

Do Experts Need Training as Witnesses?

To improve knowledge of court procedures. To be credible, an expert witness must be seen to be at ease in court and take court procedures in his/her stride. Knowledge of what may and may not be asked by the opposing 'team' would be advantageous, although problems such as 'leading the witness' should be picked up by the expert's instructing solicitor or barrister. It does not harm to be aware.

As well as these positive reasons, there were, however, some experts who disagreed with the idea of training.

Expense. Of the small number of courses currently available, the majority were thought to be too expensive, although many experts expressed eagerness for courses at the right price and in a convenient location.

So what is an acceptable charge for courses of this kind? Opinions varied, with prices acceptable to the

experts beginning at £40 per day! Clearly, some experts need to be convinced about the usefulness of such courses, which are in general taught by professionals like themselves. Would an expert charge his or her time out at £40 per day? The question does not need answering! [But several people paying £40 each would provide a suitable fee for one expert teaching them! – Ed.]

Time off to attend courses. Many experts who work in busy consultancies or for the NHS considered that the logistics of timetabling a day off to attend a training course would be near impossible. Again the problem is one of perceived value for the time and money. If a course was recognised by the courts as essential, this point would not be an issue.

May reduce the pool of experts available. If an expert is required to have received some form of 'recognised' training before he or she can be instructed as an expert witness, the pool of experts available will diminish, which is counterproductive to the aim of the review.

Some experts will simply not be prepared to attend training courses, considering their numerous years of professional experience more than sufficient for an appearance at court. While others will find it objectionable to have to pay for this sort of training, and would rather withdraw from their expert witness work altogether. Is there a solution to this problem?

The range of opinions voiced by the expert witnesses show the challenges facing Lord Woolf if any of his recommendations are to be implemented. It appears that training is acceptable to the majority of currently practising expert witnesses if it is at the right price, in the right location and not mandatory. Of those who had already attended a skills training course of one sort or another, the general consensus was that the training had been helpful.

Dr. Christopher Pamplin
Editor, *UK Register of Expert Witnesses*

If you would like to be kept up to date with developments affecting the expert witness community, please contact Kate Porter at the *UK Register of Expert Witnesses* (01638 561590).

Guildford in Surrey. It takes pride in its academic achievements, sports and music, enjoying excellent facilities in all of these fields. Our current aim is to make Cranmore a centre of excellence in the use of IT.

The Headmaster is Mr. K. Cheney. The author of this article, Gerry O'Connor, is Head of Art/DT

and IT and has been at Cranmore for twenty years, introducing the first BBC B computers to the Art Department. Direction Technology may be contacted on 01483 454400.)

G.W.J. O'Connor BA
(Hons) Cert. Ed. MIAP
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