



## Test Monitoring Center

Carnegie Mellon University  
6555 Penn Avenue, Pittsburgh, PA 15206, USA

<http://astmtmc.cmu.edu>  
412-365-1000

March 5, 2009

### To The Participants of the Light Duty Rating Workshop

The 2009 Light Duty Workshop is scheduled for Monday, May 11, 2009, through Friday, May 16, 2009. There will be two rating sessions available for data generation. Participants are expected to have some rating experience; no training for new raters will be provided.

The workshop will be held at the Embassy Suites Hotel Northwest, 7750 Briaridge, San Antonio, Texas 78230. A block of rooms has been set aside for participants. The room rate is \$129.00 per day plus taxes. Rooms at this rate will be held until April 10, 2009. For reservations, call (210) 340-5421 or fax Carmen Romero at (210) 340-1843. To ensure that the workshop meets contractual obligations to the hotel, it is important that you tell the hotel you are attending the Light Duty Rating Workshop.

The non-refundable fee for one workshop session is \$1000.00 for participants and \$200.00 per day for observers. To register for this workshop, send the attached registration form along with a check payable to 'ETMC – Carnegie Mellon University' to:

ASTM TMC – Ellen Young  
6555 Penn Avenue  
Pittsburgh, PA 15206  
[ely@astmtmc.cmu.edu](mailto:ely@astmtmc.cmu.edu)  
412-365-1018

Registration fees are due no later than April 30, 2009. Credit card payment can not be accepted. Because of the preparation necessary for a rater to access the computer systems used at the workshop, pre-registration is required; walk-in attendance can not be accommodated.

To participate in the workshop, complete and return the attached registration form indicating which session, A or B, you will be attending. Both sessions will be of the same format and content. Since less time will be allotted for rating in session A, we suggest that more experienced raters attend that session. Less experienced raters should schedule session B.

The workshop hours will be 8:00 A.M. to 5:00 P.M. each day (except Monday which begins at 9:00). Lunch is scheduled for one hour starting at 12:00 noon.

Each workshop participant will be provided with a new, registered varnish scale but is expected to bring all other necessary rating aids, manuals, calculators, and any other necessary items. Participants are also encouraged, but not required, to bring a laptop computer (preferably capable of wireless internet access) for rating data entry purposes.

If your particular rating responsibilities require you to have a current workshop certificate, be sure to schedule your travel to allow you to attend the data review sessions. Attendance at all data review sessions is mandatory to receive a participation certificate.

Sincerely,

Tony Barrera  
Deposit Rating Project Leader

Michael Kasimirsky  
Workshop Coordinator

## 2009 Light Duty Rating Workshop Schedule

### First Session (A)

<u>Date</u>	<u>Time</u>	<u>Activity</u>
Mon 5/11/09	9:00 A.M. - 5:00 P.M	Introductory remarks; discussion of current rating issues; calibration; rating.
Tue 5/12/09	8:00 A.M. - 5:00 P.M.	Rate and input data; review and discuss results.

### Second Session (B)

<u>Date</u>	<u>Time</u>	<u>Activity</u>
Wed 5/13/09	8:30 A.M. - 5:00 P.M	Introductory remarks; discussion of current rating issues; calibration; rating.
Thu 5/14/09	8:00 A.M. - 5:00 P.M.	Rate and input data; review and discuss results.
Fri 5/15/09	8:00 A.M. - 12:00 P.M.	Rate and input data; review and discuss results.

The rating area will be made available for extended hours (before 8:00 A.M. and after 5:00 P.M.) upon individual requests.

Times are approximate and depend on data flow.

## 2009 Light Duty Rating Workshop Registration Form

*(Please print clearly)*

<b>Full Name:</b>
<b>First Name</b> (As you would like it to appear on your name badge)
<b>Company/Organization:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>E-mail:</b>

What are your primary rating responsibilities?

Standardized Lab Test            \_\_\_\_\_  
Field Test                                \_\_\_\_\_  
Other                                        \_\_\_\_\_

What parts do you plan to rate? (check all that apply)

Piston deposits                                \_\_\_\_\_  
Sludge    \_\_\_\_\_  
Valve deposits                                        \_\_\_\_\_  
Combustion chamber deposits                \_\_\_\_\_  
Intake runner deposits                                \_\_\_\_\_

Which session will you attend?

A     5/11/09                                \_\_\_\_\_ (Lunch provided Monday & Tuesday)  
B     5/13/09                                \_\_\_\_\_ (Lunch provided Wednesday & Thursday)