

Guidance to Authors of JCORET Education Materials

As the JCORET name implies (Joint Committee on Reserves Estimator Training), the intent of this education is reserve estimation and reporting* not the general practices of petroleum engineering or the geosciences. These education materials (e.g., presentation slides, instructional text) should be prepared for professionals who have already been educated in their technical discipline.

The course may target either very-experienced professionals or less-experienced professionals (including cross-discipline learning like geoscience issues for petroleum engineers), but in all cases, it should be assumed that the students know the basic science and general application of their discipline.

Your materials should focus on the specific issues of applying this knowledge to reserves estimation and reporting. You may wish to tie back to basic concept or key formula as you show how to apply these to reserves determination but you need not instruct the audience/readers in their origins/derivations or general use.

JCORET By-Laws

By-laws that relate to the purposes and objectives of this committee and to the educational course content are the following:

- I. Purposes and Objectives of the Committee
 - A. The committee will cooperate in approving, developing and endorsing training courses to be delivered at minimum cost to Petroleum Reserves Evaluators worldwide.
 - B. Training courses must be related to reserves and resources quantity estimation and reporting.
 - C. Training courses will initially be focused on (1) reserves and resources definitions and applications, (2) recommended engineering and geological evaluation practices, and (3) ethics training.
 - D. One or more training courses may be consolidated into a Training Module related to a common training objective.
 - E. No courses will be approved and released without the unanimous approval of the Committee membership.

- II. Course Content and Delivery
 - A. All approved courses will be developed by individuals who will exercise control over how and by whom each approved course will be delivered, consistent with JCORET author and presenter guidelines.

* where “reporting” is as defined in the SPE/AAPG/WPC/SPEE/SEG Petroleum Resources Management System (PRMS)

- B. All authors and presenters will be required to acknowledge understanding of the goals and objectives of JCORET as described in the author materials provided.
- C. The committee may select and endorse existing courses that meet (with or without modification) the approval standards of the Committee.
- D. Each authorized course or module sponsor will be entitled to use approved courses as they may so choose and may determine if and how they charge individuals seeking training. JCORET endorsement of any approved course may be withdrawn at any time through a majority vote of the Committee.
- E. The Committee may authorize private organizations to deliver training and may negotiate fees payable to JCORET as may be appropriate.
- F. Records will be maintained for each course presentation and shall include, without limitation, information related to location, fees, sponsor(s), instructor(s), registrants, and those receiving certificates of course completion. All courses must include an evaluation form providing registrants an opportunity to evaluate the course content, course objectives, course delivery, and to provide recommendations for improvements. Such records will be maintained by the Committee Secretary and course presenters.
- G. The Committee may establish minimum education and experience qualifications for course presenters and applicants.
- H. All course materials submitted for Committee approvals will be in the English language.