

Instructions for writing “research achievement record” etc.

I. Research performance

- 1 . Categorize into the following items, and list them in order of year of publication, from the present to the past.
- 2 . Publications include those that are being accepted and printed, but exclude those that are being submitted or under peer review.
- 3 . Date of publication shall be indicated in the Western calendar.
- 4 . For co-authorship, write the names of the main co-authors and the number of co-authors in the remarks column.
- 5 . For items with a lack of details besides the "publishing office or publishing organization" name, write a comment in the remarks column.
- 6 . For books or academic papers listed in the “research achievement record,” submit the actual article or photocopy of up to a maximum of five items (major research achievements). Mark the division number of I (A to H) and the order of the “record” in the division on the right shoulder of the cover page. (Example: A-1)

【Classification】

A. Books

- Single author
- Co-author

B. Translations

- Single author
- Co-author
- Articles, etc.

C. Textbooks

- Single author
- Co-author

D. Research Papers

- Refereed
- Non-refereed

E. Investigative research on university education

F. Book reviews

G. Report documents (Grant-in-Aid for Scientific Research Report, etc.)

H. Others (research notes, writing dictionary entries, etc.)

II. History of academic activities, social activities and educational activities

- 1 . Fill out the form in Attachment 2.
- 2 . Enter the activity period in Western calendar.

III. Grants-in-Aid for Scientific Research, Research Grants, etc. Subsidy Adoption Status

- 1 . Fill out the form in Attachment 3.