"Application Website for IFS Collaborative Research Project" Manual (for applicants)

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1 What is the "Application Website for IFS Collaborative Research Project?"

The "application website for IFS Collaborative Research Project" is a system used to efficiently conduct application procedures pertaining to the collaborative research project at the Tohoku University Institute of Fluid Science on the Web.

2 Introduction (precautions)

2.1 About the login ID and password

To use this system, you will need an ID (e-mail address) and password. The ID and password is issued when you register an account. If you don't know or forget your ID and password, please contact the Office of the Institute of Fluid Science, Tohoku University (hereinafter referred to as 'the Office of Collaborative Research.)

2.2 System Requirements

This system is supported under the following versions of operating systems and browsers. Operation cannot be guaranteed with older versions, so please try a newer version if the system does not operate properly.

| Operating system | Browser | | |
|------------------|--------------------------------|--|--|
| Windows7 | Internet Explorer (Version 11) | | |
| | Google Chrome (Version 54) | | |
| | •Firefox (Version 50) | | |
| Mac OS X v10.11 | •Safari (Version 10.0) | | |
| | Google Chrome (Version 54) | | |
| | Firefox (Version 50) | | |

Operation confirmed with each environment as of "November 2016."

3 Basic Usage

3.1 Overview of the entire system

The main functions of this website are as follows.

| Joint U | oint Usage / Research Center, "Fluid Science Global Research and Education Hub" | | | | | | | | | | | | |
|--|---|------------------------------|-----------------------------|------------------------|---|---|-----------------------------|--------------------------------|---------------------|------------------|-------------------------------|-------------------------|---|
| Арр | lication We | b Site of IFS Co | llaborative Resear | ch Project I | List of application | 1(s) | | | | | | o Logout | 1 |
| App | lications | | | | | | | | | | | | |
| << Crea | te an applicati | on >> | | | | | | | | | | | |
| In order | to apply, plea | se select "Category | of application" and click | the "Create an applic | ation". | | | | | | | | |
| Select | one | | | Create an a | pplication | | | | | | | | |
| This a | allows applican | t to make his/her s | earch more specific. | | | | | | | | | | |
| Pro | oosed date | | ~ | | CI | assification 📕 General | collaborative research 💻 🤅 | Conferential collaborative res | earch (included sun | nmer school) | | | l |
| Pro | cessing state | us All | | - | | Collabora | ative research including Pl | n.D student | | | | | |
| Category of application All Collaborative research directed by young researcher (under 37 years old) | | | | | | | | | | | | | |
| Арр | licant | _ | | | | Internati | ional collaborative researc | h | | | | | |
| IFS | responsible | member | | | Su | ubject area 📕 Environn | ment and energy | | | | | | |
| | | | | | | | ale mobility of humans and | d materials | | | | | |
| | | | | | | | welfare and medical care | | | | | | |
| | | | | | | E Fundame | entals | | | | | | |
| P | Search | Reset | | | | | | | | | | | |
| Please cl | ick the "Propo | sed date" for more (| details of the application. | Applicant is able to | revise the application only | if the status is "Applicated" | or "Returned". | | | | | | |
| | | | | | | (1 of 1) | - 1 - 1 50 | ~ | | | | | |
| No | Serial number \$ | Serial number for Multi ≎ | Proposed date \$ | Processing status ≎ | Project status 🗢 | Category of application ≎ | Applicant \$ | IFS Non-IFS ≎ | Receiving code | Received date \$ | Report submitted or not \$ | Last-updated | |
| 1 | 9 | | 2016/12/13 | Received | New | International Multiple Collaborative Research Project | Taro SYOGAI | Jiro RYUTAI | J17R000 | 2016/12/13 | No | 2016/12/13 ifs admin | |
| 2 | 10 | 9 | 2016/12/13 | Accepted | New | General Collaborative Research Project | Taro SYOGAI | Jiro RYUTAI | J17X999 | 2017/01/10 | No | 2017/03/30 ifs admin | |
| 3 | 7 | | 2017/11/28 | Returned | New | International Multiple Collaborative Research Project | Taro SYOGAI | Jiro RYUTAI | | | No | 2018/02/19 ifs admin | ~ |
| < | | | | | | | | | | | | > | |

① Apply

Apply for IFS Collaborative Research Project. Please apply by selecting an application classification such as the General Collaborative Research Project. If you wish to "continue" your project from the previous year, you have to apply for this category.

② Edit the application contents

You can edit your application contents. This function can be used if there are any edit requests from the General Affairs Office, or if you find any errors in your application information directly after you submit it.

③ Print the application form

Print the submitted data as an application form (in the Excel file format.) This is used when confirming the applied data.

④ Submit a report

After your project is accepted, you can submit your project report on the research findings.

3.2 Login

Display the login screen.

| Access the following URL website from the browser. | |
|--|--|
| https://kyodo.ifs.tohoku.ac.jp/collabo/language- | |
| toggle.xhtml?target=en | |

Enter your ID and password and log in from the login screen.

| Joint Usage / Research Center, "Fluid Science Global Research and Education Hub" | | | | | | |
|--|---------|--|--|--|--|--|
| Application Web Site of IFS Collaborative Research Project | ి Login | | | | | |
| Login Form | | | | | | |
| Email * | | | | | | |
| Password * | | | | | | |
| ✓ Login Singup | | | | | | |
| <u>日本語</u> English | | | | | | |

3.3 Log out

Select "log out" from the top right part of the screen.

| Applications | | | |
|-------------------------------|---------------------------------------|---|--|
| Create an application >> | | | |
| order to apply, please select | t "Category of application" and click | the "Create an application". | |
| elect one | | Create an application | |

★Tip

• It is also possible to log out by clicking the close button on your browser.

4 Submit an application

The applicant should confirm a guideline for the application for the project and then submit the application.

4.1 Submit an application

The application can be generated from the "List of application(s)" screen.

| Joint | Joint Usage / Research Center, "Fluid Science Global Research and Education Hub" | | | | | | | | | | | |
|---------|--|----------------------------|----------------------|-------------------------|-------------------------|-------------------------------|------------------------------|---|---------------------|------------------|-----------------------------|---|
| Ap | Application Web Site of IFS Collaborative Research Project + List of application(s) | | | | | | | | | | | |
| Ар | Applications | | | | | | | | | | | |
| << Cre | < Create an application >> | | | | | | | | | | | |
| In orde | n order to apply, please select "Category of application" and click the "Create an application". | | | | | | | | | | | |
| Selec | t one | | | | Create an app | lication | | | | | | |
| Sele | Select one | | | | | | | | | | | |
| Gen | General Collaborative Research Project | | | | | | | | | | | |
| Inte | International Multiple Collaborative Research Project Classification 📱 General collaborative research 📕 Conferential collaborative research (included summer school) | | | | | | | | | | | |
| Spe | cial Inter | national Colla | borative Resear | ch Project | | | | | | | | |
| Prio | rity Colla | borative Rese | earch Project | | | | | rative research including | | (1 27 | 1.0 | |
| LyC | Collabor | ative Researc | h Project | | | | | rative research directed tional collaborative rese | | her (under 37 ye | ars old) | |
| Ap | plicant | | | _ | | | Interna | tional collaborative rese | arch | | | |
| IF | 5 respons | ible member | | | | Sul | bject area 📕 Environ | | | | | |
| | | | | | | 50 | | ment and energy ale mobility of humans | 1 | | | |
| | | | | | | | | welfare and medical ca | | | | |
| | | | | | | | Fundan | | e | | | |
| | | | | | | | E Fundam | ientais | | | | |
| م | Search | Reset | | | | | | | | | | |
| | | | | | | | | | | | | |
| Please | click the "P | roposed date" f | or more details of t | he application. A | oplicant is able to rev | | if the status is "Applicated | | | | | |
| | | | | | | (1 of 1) | | 50 🚩 | | | | |
| No | Serial numbe | Serial numt for Multi ≎ | Proposed date | Processing status \$ | Project status ≎ | Category of application \$ | Applicant 🗧 | IFS Non-IFS ≎ | Receiving code ≎ | Received date | Report submitte or not ≎ | Last- updated \$ |
| | | | | | | International | | | | | | |
| | 0 | | 2016/12/12 | Description | New | Multiple | The CHOCAL | | 1170000 | 2016/12/12 | Ne | 2016/12/13 |
| 1 | 9 | | 2016/12/13 | Received | New | Collaborative | Taro SYOGAI | Jiro RYUTAI | J17R000 | 2016/12/13 | No | ifs admin |
| | | | | | | Research Project | | | | | | |
| | | | | | | General | | | | | | 2017/03/30 |
| 2 | 10 | 9 | 2016/12/13 | Accepted | New | Collaborative | Taro SYOGAI | Jiro RYUTAI | J17X999 | 2017/01/10 | No | ifs admin |
| | | | | | | Research Project | | | | | | 1996-000-020-020-020-020-020-020-020-020-02 |

Select the target classification of the application from the pull-down menu to the left of the "Create an application" button first, and then click "Create an application."

*Confirm that the application classification is accurate.

*Apply from here in the event that you are "continuing" from previous years.

| Application Web Site of IFS Colla | Science Global Research and Education Hub" borative Research Project + List of application(s) | එ Logout |
|-----------------------------------|---|--|
| New application : General Collab | orative Research Project | |
| | | "*" means required item |
| Name (Last name, First name) | Taro SYOGAI | |
| | ○○ 研究所 | |
| Institution / Position title * | Technical staff Position title(Other) If "position title | osition title" is "other", please enter the concrete position title. |
| Address of Institution * | Postal code / Address 〒仙台市青葉区片平 1-2-3 TEL 022-111-2222 FAX | |
| E-mail * | test3@test.ac.jp | |
| Classification * | General collaborative research Conferential collaborative research (included summer scholl Collaborative research including Ph.D student Collaborative research directed by young researcher (under 37 years old) International collaborative research | pol) |
| Subject area * | Environment and energy | |
| Project title * | | |
| Project status * | New | |
| Project abstract * | Please write the project abstract within 3 lines. The abstract will be open on the web etc. | |
| Research period * | In case the project does not start on April 1, or end on March 31, please enter the starting or end date of this pr Start date 20190401 ~ End date 20200331 | roject. |

You will be transferred to the edit screen. Enter the application content.

When selecting any option other than "New" from "Project Status," the "Abstract of Result of former year(s)" entry field will be displayed.

| Project status * | New(progressing present project) |
|--------------------------------------|--|
| Abstract of Result of former year(s) | If the "Project status" is "New(progressing present project)" or "2nd year", please write abstract of Result of former year(s). (1)The number of co-authored papers Journal (included international conference with peer review) item(s) Conference Patent, award etc. (2)One representative paper etc. (3)Presentation at IFS collaborative research forum 2018 ● Yes ● No (4)External funds or projects based on IFS Collborative Research Project, other collaborative activities (This item is optional) |
| The present project title | If the "Project status" is "New(progressing present project)", write the present project title. |

(Continued from the edit screen)

About the Project organization

•The data registered in your account is displayed in "Project leader(applicant)."

•If the "Project leader(applicant)" is off-site, select "IFS responsible member."

•If the "Project leader(applicant)" is on-site, enter "Non-IFS responsible member."

| Project organization | | | | | | | | | |
|--|---------------------------|---|---------------------------------|-----------------------|-------------|----------------------------------|-------------------------------------|----------------------|-------------|
| Please enter separately "Project leader(applicant)", "IFS responsible member", "Non-IFS responsible member" in "Project organization". | | | | | | | | | |
| | Name(Last name | e, First name)Taro SYO | GAI | | | | | | |
| | Institution | 。 研究所 | f | | | | | | |
| | Position title | Technica | al staff | | Pos | sition title(Other) | | | |
| Project leader(applicant) * | Under 35 Years | old 📃 | | | | | | | |
| | Gender | male | | | | | | | |
| | E-mail | test3@te | est.ac.jp | | | | | | |
| | Total visiting day | /s | | | | | | | |
| | Number of visit | | | | | | | | |
| | Jiro RYUTAI (東 | 北大学流体科学研究所 / 4 | Associate Professor) | | | | | | |
| IFS responsible member * | Under 35 Years | old 💻 | | | | | | | |
| | Gender | male | | | | | | | |
| | E-mail | test2@test.ac.jp | | | | | | | |
| Please enter separately "Non-IFS me | | in "Project organization". | | 1 | | | | | |
| Position in the project * (Last r | Name name, First name) | Institution * | Position title * | Under 35 Years old | Gender * | E-mail * | Total visiting days ¹ | Number of visit * | Delete |
| Non-IFS membe 🗸 | | | Professor V Position title(Oth | - | male 🗸 | | | | * |
| Non-IFS membe | | | Professor V Position title(Oth | - | male 🗸 | | | | × |
| Non-IFS membe | | | Professor V Position title(Oth | | male 💙 | | | | * |
| | | | | | Please | add the line(s), if applicant ne | eds more entry. | Add the field f | or input |
| | | | | | | | | | |
| | | heck that all students who j s Pursuing Education and Re | | | | Students Pursuing Education (| PAS) and Research | n and Liability Ins | surance for |
| Agreement of insurance for stu | | valent or more disaster, acc | | | | e company). | | | |
| | O All s | tudents took out insura | ince No students pai | rticipated in | the project | | | | |
| the set of the set | | | | | ~ | | | | |
| Objective of the project * | | | | | ~ | | | | |
| | | | | | | | | | |

If you need more entry fields to add the non-IFS member or IFS member, click the "Add the field for input" button.

When you wish to delete an entry field, click the "x" (Delete) button located on the right side of the entry field that you want to delete.

(Continued from the edit screen)

For the research expenses, enter the breakdown of the Travel expenses and the Cost of expendable supplies.

If you need more entry fields, click the "Add the field for input" button.

| | Please write in detail the research content. If "classification" is "conferential", please write plan for holding conference or scale of conference etc. | | | | | | | | | |
|--|--|--------------------------|----------------------------|-----------------------|--|--------|--|--|--|--|
| Research plan and preparation status * | | | 0 | | | | | | | |
| | | | | | | | | | | |
| D | If the project status is "New(progressing present project)" or "2nd year" or "3rd year", please write result of former year(s). | | | | | | | | | |
| Result of former years | $\hat{}$ | | | | | | | | | |
| | Picture file is uploadable here. | | | | | | | | | |
| Figure | + Select the file | | | | | | | | | |
| | | | | | | | | | | |
| Expected results * | | | ~ | | | | | | | |
| Expected results * | | | \sim | | | | | | | |
| | Please enter breakdown of "Travel expense Upper limit of expendable supplies is 100,00 | | able supplies". | | | | | | | |
| | | | Number of | | | | | | | |
| | Expense classification * | Unit price (JPY) | people/Quantity | Amount (JPY) | Route/Item * | Delete | | | | |
| | Travel expenses | | | 0 | Example: London Narita Senda | * | | | | |
| Budget request | Travel expenses | | | 0 | Example: London Narita Senda | × | | | | |
| | Cost of expendable supplies ♥ | | | 0 | Example: External hard disk | × | | | | |
| | | | | U | V | | | | | |
| | Travel expenses:0JPY Cost of exp | pendable supplies: | 0JPY Total:0JPY | 0 | ~ | | | | | |
| | - | pendable supplies: | | | , if applicant needs more entry. Add the field | | | | | |
| Facilities to be used in Collaborative | Travel expenses:0JPY Cost of exp If applicant has a plan to use IFS's special fi | | P | lease add the line(s) | , if applicant needs more entry. Add the field | | | | | |
| Facilities to be used in Collaborative Research Project * | Travel expenses:0JPY Cost of exp | | P | lease add the line(s) | , if applicant needs more entry. Add the field | | | | | |
| Research Project * | Travel expenses:0JPY Cost of exp If applicant has a plan to use IFS's special fi | acilities, please select | P the "wish to use" and | lease add the line(s) | , if applicant needs more entry. Add the field | | | | | |
| | Travel expenses:0JPY Cost of exp If applicant has a plan to use IFS's special fi do not wish to use wish to use | acilities, please select | P the "wish to use" and | lease add the line(s) | , if applicant needs more entry. Add the field | | | | | |

For the signature, read the statements in the signature section and indicate your agreement to those statements by clicking the checkbox.

| Signature | |
|---|--|
| An applicant who does not belong to IFS should enter the following items. | |
| Applicant's institution agreed to the applicant's commitment to the project. | |
| Head of applicant's institution (position title / name) | |
| IFS responsible member agreed to the commitment to the project. | |
| IFS responsible member (position title / name) | |
| All applicants should confirm following items. | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project | t.) |
| Clear the input data and return to list page Save the input data temporarily Confirm the application contents | |
| Tohoku University | |
| | © Institute of Fluid Science, Tohoku University. All Rights Reserved |

After entering the information, click the "Confirm the application contents" button.

If there is an error in the entered content, an error message will be displayed. Follow the error message and edit the entered information.

If the entered information is correct, you will be transferred to the confirmation screen.

Examples of error in the entered information

| Joint Usage / Research Center, "Fluid | Science Global Research and Education Hub" | | | | | |
|--|--|--|--|--|--|--|
| Application Web Site of IFS Colla | Application Web Site of IFS Collaborative Research Project * List of application(s) | | | | | |
| New application : General Collabo | rative Research Project | | | | | |
| Project title must not be empty. Project abstract must not be empty Objective of the project must not be Research plan and preparation stal Expected results must not be empty | e empty. us must not be empty. | | | | | |
| | "*" means required item | | | | | |
| Name (Last name, First name) | Taro SYOGAI | | | | | |
| Institution / Position title * | ○ 研究所 Technical staff Utile. If "position title" is "other", please enter the concrete position title. | | | | | |
| Address of Institution * | Postal code / Address 1-2-3 Katahira, Aoba-ku, Sendai TEL 022-111-2222 FAX | | | | | |
| E-mail * | test3@test.ac.jp | | | | | |
| Classification * | General collaborative research Conferential collaborative research (included summer school) Collaborative research including Ph.D student Collaborative research directed by young researcher (under 37 years old) International collaborative research | | | | | |
| Subject area * | Environment and energy | | | | | |
| Project title * | Project title must not be empty. | | | | | |
| Project status * | New | | | | | |

*Follow the error messages and correct the entered information.

If the entered information is correct, you will be transferred to the confirmation screen. If there are no problems with the entered information, click the "Submit an application" button at the bottom of the screen.

| Application Web Site of IFS Collabo | orative Research Project | 👔 \star List of ap | pplication(s) | ර Logout | | | |
|-------------------------------------|--|---|-----------------------------|----------|--|--|--|
| General Collaborative Research Pro | oject | | | | | | |
| Confirmation of application conte | ent (registration is not com | npleted yet) | | | | | |
| Name (Last name, First name) | Taro SYOGAI | aro SYOGAI | | | | | |
| Institution / Position title | | Institution: Institute of • • • • University Position title: Technical staff | | | | | |
| Address of Institution | Address: 1-2-3 Katahira, Aoba-ku, Sendai TEL: 022-111-2222 FAX: | | | | | | |
| E-mail | test3@test.ac.jp | test3@test.ac.jp | | | | | |
| Classification | General collaborative research International collaborative research | | | | | | |
| Subject area | Environment and ene | ergy | | | | | |
| Project title | Research on ······ | Research on ····· | | | | | |
| Project status | New | New | | | | | |
| Project abstract | ·····aa bb cc | | | | | | |
| Research period | Start date: 2019/04/ | 01 \sim End date: | 2020/03/31 | | | | |
| | | De | oject organization | | | | |
| | Name(Last a | | e): Taro SYOGAI | | | | |
| | Institution: | iame, rifst nam | Institute of ••••University | | | | |
| | Position title | : | Technical staff | | | | |
| Project leader(applicant) | Under 35 Ye | ars old: | No | | | | |
| risjoeriedeer (appricalle) | Gender: | | male | | | | |
| | E-mail: | | test3@test.ac.jp | | | | |
| | Total visiting | | 3 | | | | |
| | Number of v | risit: | 2 | | | | |

| Agreement of insurance for students | No students participated in the proj | ect | | | | | | |
|---|---|---|------------------------------|--------------|--------------------|--|--|--|
| Objective of the project | Fill in the objective of the project her | Fill in the objective of the project here | | | | | | |
| Research plan and preparation status | Fill in the research plan and preparal | Fill in the research plan and preparation status here | | | | | | |
| Figure | Figure1.pdf | | | | | | | |
| Expected results | Fill in expected results here | Fill in expected results here | | | | | | |
| | Expense classification | Unit price (JPY) | Number of people/Quantity | Amount (JPY) | Route/Item | | | |
| Budget request | Travel expenses | 150,000 | 2 | 300,000 | LondonNaritaSendai | | | |
| | Cost of expendable supplies | 20,000 | 1 | 20,000 | External Hard Disk | | | |
| | Travel expenses:300,000JPY Cost of expendable supplies:20,000JPY Total:320,000JPY | | | | | | | |
| Facilities to be used in Collaborative Research Project | do not wish to use | | | | | | | |
| Note (optional) | | | | | | | | |
| | Sign | ature | | | | | | |
| Applicant's institution agreed to the applicant's commit | | | | | | | | |
| Head of applicant's institution (position title / nam IFS responsible member agreed to the commitment to | | | | | | | | |
| IFS responsible member (position title / name): Prof. / Ryutai Ichiro | | | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | | |
| Return to input page Submit an application | | | | | | | | |
| Institute of Fluid Science Tohoku University | | | | | | | | |
| © Institute of Fluid Science, Tohoku University. All Rights Reserved. | | | | | | | | |

If the application process is successfully completed, the processing status will be registered as "Applied" on the application list screen.

| Joint U | sage / Researc | h Center, "Fluid ! | Science Global Researc | h and Education Hu | b" | | | | | | | |
|-----------|--------------------|-----------------------|------------------------------|-----------------------------|--------------------------------|---|-------------------------------|---------------------------------|---------------------|-------------------------|-------------------------|---------------------------|
| | | | aborative Research F | | t of application(s) | | | | | | taro RYU1 | AI 🖞 Logout |
| App | lications | | | | | | | | | | | |
| < < Crea | te an application | >> | | | | | | | | | | |
| In order | to apply, please s | select "Category of a | application" and click the " | Create an application". | | | | | | | | |
| Select | one | | - | Create an applica | tion | | | | | | | |
| This a | allows applicant t | o make his/her sear | rch more specific. | | | | | | | | | |
| Prop | posed date | 2016/1 | 1/28 ~ 2016/11 | /28 | Cla | assification 📕 General coll | aborative research 📕 Confere | ential collaborative research (| included summer sch | ool) | | |
| Pro | cessing status | Applied | | | | Collaborativ | e research including Ph.D stu | dent | | | | |
| Cat | egory of applic | ation General | Collaborative Researc | th Project | - | | e research directed by young | | old) | | | |
| Арр | licant | | | | | Internationa | I collaborative research | | | | | |
| IFS | responsible m | ember | | | Su | ibject area 📕 Environmen | t and onorgy | | | | | |
| Rec | eiving code | | | | | | nobility of humans and mater | rials | | | | |
| | | | | | | | are and medical care | | | | | |
| | | | | | | Fundament | als | | | | | |
| ,p | Search F | Reset | | | | | | | | | | |
| | | | | | | atus is "Applied" or "Returned". | | | | | | |
| Please ci | ick the proposed | date for more dea | alls of the application. App | plicant is able to revise i | me application only if the sta | | | | | | | |
| | Serial | Serial number | | Processing | | Category of application | | IFS | | | Report submitted | |
| No | number \$ | for Multi ¢ | Proposed date 0 | status ¢ | Project status 🗘 | category or application | Applicant 0 | Non-IFS ¢ | Receiving code ¢ | Received date 0 | or not \$ | Last-updated |
| 1 | 4 | 3 | 2016/11/28 | Applied | New | General Collaborative Research Project | Taro SYOGAI | taro RYUTAI | | | No | 2016/11/28 Taro SYOGAI |
| | | | | | | | < 1 P> PI 50 V | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| 6 | Institute of | Fluid Science | | | | | | | | | | |
| (FS | Tohoku Universi | Fluid Science | | | | | | | | | | |
| | | | | | | | | | 0 | Institute of Fluid Scie | nce, Tohoku University. | All Rights Reserv |
| 4 | | | | | | | | | | | | |

*The application content will be reviewed by the Office of Collaborative Research.

4.2 Temporarily save application data

If the application content is not set during the "4.1 Submit application" step, the application data can be temporarily saved without submitting the application.

(Edit screen)

| Joint Usage / Research Center, "Fluid | Science Global Research and Education Hub" | | | | | | |
|---------------------------------------|---|--|--|--|--|--|--|
| Application Web Site of IFS Collal | Application Web Site of IFS Collaborative Research Project 👔 ★ List of application(s) 🗢 Logout | | | | | | |
| Edit application : General Collabo | Edit application : General Collaborative Research Project | | | | | | |
| | "*" means required item. | | | | | | |
| Name (Last name, First name) | Taro SYOGAI | | | | | | |
| | Institution | | | | | | |
| Institution / Position title * | Technical staff Position title(Other) If "position | | | | | | |
| Address of Institution * | | | | | | | |
| E-mail * | test3@test.ac.jp | | | | | | |
| Classification * | General collaborative research Conferential collaborative research (included summer school) Collaborative research including Ph.D student Collaborative research directed by young researcher (under 37 years old) International collaborative research | | | | | | |
| Subject area * | Environment and energy | | | | | | |
| Project title * | | | | | | | |
| Project status * | New | | | | | | |
| Project abstract * | Please write the project abstract within 3 lines. The abstract will be open on the web etc. | | | | | | |
| Research period * | In case the project does not start on April 1, or end on March 31, please enter the starting or end date of this project. Start date $20170401 \sim$ End date 20180331 | | | | | | |

(Continued from the previous page)

| Signature | |
|---|---|
| An applicant who does not belong to IFS should enter the following items. | |
| Applicant's institution agreed to the applicant's commitment to the project. | |
| Head of applicant's institution (position title / name) | |
| ■IFS responsible member agreed to the commitment to the project. | |
| IFS responsible member (position title / name) | |
| All applicants should confirm following items. | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the projection. | ect.) |
| Clear the input data and return to list page Save the input data temporarily Confirm the application contents | |
| Institute of Fluid Science Tohoku University | |
| | © Institute of Fluid Science, Tohoku University. All Rights Reserved. |

If the application content is not set, click the "Save the input data temporarily" button after entering the items that can be input for now. Follow the error messages and edit the entered information.

If the entered content is correct, you will be transferred to the list screen and the processing status will be registered as "Temporary saved."

The application cannot be submitted while in the "Temporary saved" state. If the application content is set, follow the procedures from "4.3 Edit the application content" and submit your application.

| | oint Usage / Research Center, "Fluid Science Global Research and Education Hub" Application Web Site of IFS Collaborative Research Project * List of application(s) O Logout | | | | | | | | | | | |
|----------------------|--|--|---------------------|------------------------|----------------------|--|-------------|--|-------------------|----------------------|---------------|----------------------------|
| Ар | Applications | | | | | | | | | | | |
| Pr Pr Ca IF | oposed d ocessing tegory o oplicant | late status f application sible membe | per | | | | ubject area | General collaborative research (included summer school) Collaborative research including Ph.D student Collaborative research directed by young researcher (under 37 years old) International collaborative research Environment and energy Multi-scale mobility of humans and materials Health, welfare and medical care Fundamentals | | | | |
| Please | click the " | Proposed date" | for more details of | the application. A | | evise the application on 1 of 1) | | | | | | |
| No | Serial numbe | Serial numl for Multi ≎ | Proposed date | Processing status ≎ | Project status \$ | Category of application ≎ | Applica | nt \$ | IFS Non-IFS \$ | Receiving code \$ | Received date | Report submitt or not ≎ |
| 1 | 4 | 3 | 2016/11/28 | Temporary saved | New | General Collaborative Research Project | Taro SYOG | AI | taro RYUTAI | | | No |
| < | (1 of 1) 14 ≪ 1 ≥ ≥1 50 ¥ | | | | | | | | | | | |
| Exp | Institu | ute of Fluid | Science | | | | | | | | | |

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4.3 Edit the application content (in the event that the processing status is "Temporary saved," "Applied" or "Returned")

If the processing status is "Temporary saved," "Applied" or "Returned," the application content can be edited. If the processing status is set to "Applied," the application content can be edited because it is being confirmed by the General Affairs Office. If the processing status is set to "Returned," it means that the application content was deemed to be incomplete as a result of it being confirmed by the 'the Office of Collaborative Research, so please correct the application content.

When editing the application content, click the "Proposed date" of the application data.

| Joint | Usage / | Research Cent | er, "Fluid Scie | nce Global Res | earch and Educa | tion Hub" | | | | | | |
|---------|-------------|--------------------|--------------------|--------------------|-----------------------|---------------------------|----------------|---|--------------------------|-------------------|-------------|--|
| Ар | plicatio | n Web Site of | IFS Collabora | itive Researc | hProject 👔 🚽 | List of applicatio | n(s) | | | | ტ Logout | |
| Ар | plicatior | าร | | | | | | | | | | |
| << Cre | ate an ap | plication >> | | | | | | | | | | |
| In orde | er to apply | , please select "C | ategory of applica | tion" and click th | ne "Create an applica | ition". | | | | | | |
| Selec | ct one | | | | Create an ap | oplication | | | | | | |
| This | allows ap | plicant to make | nis/her search mo | re specific. | | | | | | | | |
| Pro | oposed o | late | | ~ | | C | Classification | General collaborative | Conferential colla | borative research | (included | |
| Pre | ocessing | status | All | | 1 | | | research | summer school) | | | |
| | | | | | | | | Collaborativo recepto | h including Ph.D student | | | |
| Ca | itegory o | f application | All | | | | | | | | vears | |
| Ар | plicant | | | | | | | Collaborative research directed by young researcher (under 37 ye old) | | | years | |
| IFS | S respon | sible member | | | | | | International collabor | ative research | | | |
| | | | | | | | | | | | | |
| | | | | | | 5 | Subject area | Environment and ene | | | | |
| | | | | | | | | Multi-scale mobility o | | | | |
| | | | | | | | | Health, welfare and r | nedical care | | | |
| | | | | | | | | Fundamentals | | | | |
| م | Search | Reset | | | | | | | | | | |
| _ | | | | | | | | | | | | |
| Please | click the " | Proposed date" f | or more details of | the application. | | | _ | "Applicated" or "Returned". | | | | |
| | | | | | (1 | of 1) 🔤 🤜 | | 50 🚩 | | | | |
| No | Serial | Serial numb | Proposed date | Processing | Project status | Category of | Applica | nt ≎ IFS | Receiving | Received date | Report subm | |
| | numbe | for Multi ≎ | | status \$ | ¢ | application \$ | | Non-IFS | ♦ code ♦ | | or not \$ | |
| | | | | | | International Multiple | | | | | | |
| 1 | 6 | | 2016/12/13 | Applicated | New | Collaborative | Taro SYOG | AI Jiro RYUTAI | | | No | |
| | | | | | | Research Project | | | | | | |
| < | | | | | | | _ | | | | > | |
| | | | | | (1 | of 1) | | 50 💙 | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

Institute of Fluid Science

You will be transferred to the confirmation screen.

At the confirmation screen, you can use the following functions.

"Edit"... Edit the application content.

"Download"...Download the application content as an application form.

"Cancel the application"...Cancel the application. In the event that the application is cancelled, please be aware that the application data cannot be edited.

| Agreement of insurance for students | No students participated in the project | | | | | | |
|---|---|--|--|--|--|--|--|
| Objective of the project | 1 | | | | | | |
| Research plan and preparation status | 2 | | | | | | |
| Figure | | | | | | | |
| Expected results | 2 | | | | | | |
| | Expense classification Unit price (JPY) Number of people/Quantity Amount (JPY) Route/Item | | | | | | |
| Budget request | No records found | | | | | | |
| | Travel expenses:0JPY Cost of expendable supplies:0JPY Total:0JPY | | | | | | |
| Facilities to be used in Collaborative Research Project | do not wish to use | | | | | | |
| Note (optional) | | | | | | | |
| | Signature | | | | | | |
| Applicant's institution agreed to the applicant's commit | ment to the project. | | | | | | |
| Head of applicant's institution (position title / nam IFS responsible member agreed to the commitment to | | | | | | | |
| IFS responsible member (position title / name): w | | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | |
| Return to list of application(s) Edit Download Cancel the application | | | | | | | |
| Tohoku University | | | | | | | |
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When editing the application content, click the "Edit" button. You will be transferred to the edit screen.

Edit the application content from the edit screen.

*The edit screen is the same screen as when you create the application form.

| | Travel expenses:0JPY Cost of expendable supplies:0JPY Total:0JPY | | |
|---|---|--|--|
| | Please add the line(s), if applicant needs more entry. Add the field for input | | |
| Facilities to be used in Collaborative | If applicant has a plan to use IFS's special facilities, please select the "wish to use" and target facility. | | |
| Research Project * | ●do not wish to use ● wish to use | | |
| | If there are any special matters for review, please enter them here. | | |
| Note (optional) | ^ | | |
| | ✓ | | |
| | | | |
| | Signature | | |
| An applicant who does not belong to IFS should | enter the following items. | | |
| Applicant's institution agreed to the applicant of the statement of the | applicant's commitment to the project. | | |
| Head of applicant's institution (positi | ion title / name) Hokkai Tarou | | |
| IFS responsible member agreed to the second seco | ne commitment to the project. | | |
| IFS responsible member (position tit | le / name) Ryutai Ichirou | | |
| All applicants should confirm following items. | | | |
| | members have no problem to participate in the project. | | |
| (Please note that a person have an operation of the second sec | bligation to give undivided attention to his/her duties is not able to join the project.) | | |
| Clear the input data and return to list pa | Generation contents | | |
| | | | |
| Institute of Fluid Science Tohoku University | | | |
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When you finish entering the information, click the "Confirm the application contents" button. If the entered information is correct, you will be transferred to the confirmation screen.

If the processing status is set to "Temporary saved" and you are transferred to the edit screen, the following buttons will be displayed, and you can re-press the "Save the input data temporarily" button. After pressing the button, you will then be transferred to the list screen.

Clear the input data and return to list page Save the input data temporarily Confirm the application contents

Confirm the entered information from the confirmation screen. If there are no problems with the entered information, click the "Update" button.

| Figure | | | | | | | |
|--|---|--|--|--|--|--|--|
| Expected results | 2 | | | | | | |
| Budget request | Expense classification Unit price (JPY) Number of people/Quantity Amount (JPY) Route/Item No records found Travel expenses:0JPY Cost of expendable supplies:0JPY Total:0JPY | | | | | | |
| Facilities to be used in Collaborative Research Project | do not wish to use | | | | | | |
| Note (optional) | | | | | | | |
| | | | | | | | |
| | Signature | | | | | | |
| Applicant's institution agreed to the applicant's commitment to the project. Head of applicant's institution (position title / name): Hokkai Tarou IFS responsible member agreed to the commitment to the project. IFS responsible member (position title / name): Ryutai Ichirou | | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | |
| Return to input page | | | | | | | |
| Institute of Fluid Science Tohoku University | | | | | | | |
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After updating, you will be transferred to the list screen.

If the processing status is set to "Temporary saved" and you are transferred to the edit screen, the following buttons will be displayed. Please press the "Submit an application" button.

Return to input page Submit an application

4.4 Submit an application (for "International Multiple Collaborative Research Project")

If the application is not accepted when applying for the "International Multiple Collaborative Research Project" and you wish to be evaluated for the "General Collaborative Research Project" (multiple applications allowed,) please apply for the "General Collaborative Research Project" followed by the applied "International Multiple Collaborative Research Project."

Select "International Multiple Collaborative Research Project" on the application list screen, and click "Create an application."

International Multiple Collaborative Research Project Create an application

If the application is not accepted and you desire an examination of the "General Collaborative Research Project" (multiple applications allowed,) please select "wish to" for the examination of the General Collaborative Research Project.

When all other required fields are entered, confirm your application contents on the confirmation screen.

| Review as General Collaborative Research | Please select "wish to" or "do not wish to" apply to the General Collaborative Research Project, if the application is rejected. If an applicant checked the item "wish to", please submit the application(s) of General Collaborative Research Project in addition to this application. Swish to do not wish to |
|---|--|
| | : |

Clear the input data and return to list page Save the input data temporarily Confirm the application contents

Confirm the application content on the confirmation screen and submit your application.

| Budget request | Expense classification | Unit price (JPY) | Number of people/Quantity | Amount (JPY) | Route/Item | | | | |
|---|---------------------------------|-------------------|------------------------------|--------------|------------|--|--|--|--|
| | Travel expenses:0JPY Cost of ex | pendable supplies | :0JPY Total:0JPY | | | | | | |
| Facilities to be used in Collaborative Research Project | do not wish to use | not wish to use | | | | | | | |
| Note (optional) | | | | | | | | | |
| | | | | | | | | | |
| | Sigr | ature | | | | | | | |
| Applicant's institution agreed to the applicant's commit | ment to the project. | | | | | | | | |
| Head of applicant's institution (position title / nam IFS responsible member agreed to the commitment to | | | | | | | | | |
| IFS responsible member (position title / name): Pr | of / Ryutai Tarou | | | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | | | |
| Return to input page Submit an application | | | | | | | | | |
| Tohoku University | | | | | | | | | |
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The application data will be registered for the "International Multiple Collaborative Research Project." When you choose other classifications, you will be transferred to the application list screen, but with the "International Multiple Collaborative Research Project," if you select "wish to" for the review of the General Collaborative Research Project, you can continue to apply for the "General Collaborative Research Project."

You will be transferred to the confirmation screen, so please click "Submit an General Collaborative Research" on the bottom of the screen.

| Signature | | | | | | | |
|---|---|--|--|--|--|--|--|
| Applicant's institution agreed to the applicant's commitment to the project. | | | | | | | |
| Head of applicant's institution (position title / name): Dean / Hokkai Tarou IFS responsible member agreed to the commitment to the project. | | | | | | | |
| IFS responsible member (position title / name): Prof / Ryutai Tarou | IFS responsible member (position title / name): Prof / Ryutai Tarou | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | |
| Return to list of application(s) Download Submit an General Collaborative Research | | | | | | | |
| Institute of Fluid Science Tohoku University | | | | | | | |
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You will be transferred to the screen where you can register a new "General Collaborative Research Project." Please enter the application content.

| | Science Global Research and Education Hub" | |
|-----------------------------------|---|---|
| Application Web Site of IFS Colla | borative Research Project * List of application(s) | එ Logout |
| New application : General Collab | orative Research Project | |
| | | "*" means required item |
| Name (Last name, First name) | Taro SYOGAI | |
| | ○○ 研究所 | |
| Institution / Position title * | Technical staff Position title(Other) If "position title" | is "other", please enter the concrete position title. |
| Address of Institution * | Postal code / Address 〒仙台市青葉区片平 1-2-3 TEL 022-111-2222 FAX 022-111-2222 | |
| E-mail * | test3@test.ac.jp | |
| Classification * | General collaborative research Conferential collaborative research (included summer school) Collaborative research including Ph.D student Collaborative research directed by young researcher (under 37 years old) International collaborative research | |
| Subject area * | Environment and energy | |
| Project title * | | |
| Project status * | New | |
| Project abstract * | Please write the project abstract within 3 lines. The abstract will be open on the web etc. | |
| Research period * | In case the project does not start on April 1, or end on March 31, please enter the starting or end date of this project. Start date 20190401 ~ End date 20200331 | |

The application flow is the same as the previously described "4.1 Submit application" section.

After submitting your application, you will be transferred to the list screen.

When the "General Collaborative Research Project" is submitted along with the "International Multiple Collaborative Research Project", 2 or more separate serial numbers can be seen as shown below.

| | (1 of 1) | | | | | | | | | | |
|----|-------------------------|----------------------------|---------------|-------------------------|---------------------|--|-------------|------------------|---------------------|---------------|-----------------------------|
| No | | Serial numl for Multi ≎ | Proposed date | Processing status \$ | Project status ≎ | Category of application \$ | Applicant ≎ | IFS Non-IFS ≎ | Receiving code ≎ | Received date | Report submitt or not \$ |
| 1 | 3 | | 2016/11/28 | Applicated | New | International Multiple Collaborative Research Project | Taro SYOGAI | Jiro RYUTAI | | | No |
| 2 | 4 | 3 | 2016/11/28 | Applicated | New | General Collaborative Research Project | Taro SYOGAI | taro RYUTAI | | | No |
| < | (1 of 1) ◄ ◄ 1 ▷ ▷ 50 ▼ | | | | | | | | | | |
| | | | | | (| | | | | | |

*When applying for multiple "General Collaborative Research Projects," transfer to the confirmation screen of the application data of the "International Multiple Collaborative Research Project" and click "Submit an General Collaborative Research."

5 **Print the application form**

Print the submitted data as an application form (in the Excel file format.)

5.1 Print the application form

Click the "Proposed date" of the application data that you wish to print as an application form from the application list, and you will be transferred to the reference screen.

| Applications | | | | | | | | | | | |
|---------------------|------------------------------|--------------------|------------------------|------------------------|-------------------------------|--------------------|--------------|---------------------|--------------------------|------------------|---|
| | | | | | | | | | | | |
| < Create an applica | tion >> | | | | | | | | | | |
| order to apply, ple | ase select "C | ategory of applica | tion" and click th | e "Create an applica | ation". | | | | | | |
| elect one | | | | Create an ap | pplication | | | | | | |
| This allows applica | ant to make h | nis/her search mo | re specific. | | | | | | | | |
| Proposed date | | | ~ | | (| Classification | Genera | al collaborative | Conferential collab | orative research | (included |
| Processing sta | tus | All | | | | | resear | ch | summer school) | | 20 - 20 - 20 - 20 - 20 - 20 - 20 - 20 - |
| Category of ap | plication | All | | | | | Collab | orative research i | ncluding Ph.D student | | |
| 0.000.000 | phoneter | | | | | | | orative research o | lirected by young rese | archer (under 3 | 7 years |
| Applicant | | | | | | | old) | | | | |
| IFS responsible | e member | | | | | | Intern | ational collaborati | ve research | | |
| | | | | | - | Subject area | Enviro | nment and energ | v. | | |
| | | | | | | | | | , umans and materials | | |
| | | | | | | | | , welfare and me | | | |
| | | | | | | | Funda | mentals | | | |
| | Reset | | | | | | | | | | |
| | and the second second second | | | | | | | | | | |
| ase click the "Prop | osed date" fo | or more details of | the application. | Applicant is able to r | evise the application on | ly if the status i | s "Applicate | d" or "Returned". | | | |
| | | | | | of 1) 🔤 🔫 | | 50 🗸 | | | | |
| | erial numt r Multi ≎ | Proposed date | Processing status ≎ | Project status ≎ | Category of application \$ | Applica | int \$ | IFS Non-IFS ≎ | Receiving code ≎ | Received date | Report subn or not \$ |
| | | | | | International | | | | | | |
| 1 6 | | 2016/12/13 | Applicated | New | Multiple Collaborative | Taro SYOG | AI | Jiro RYUTAI | | | No |
| | | | | | Research Project | | | | | | |
| < | | | | | | | | | | | > |
| | | | | | of 1) | | 50 🚩 | | | | |
| | | | | | | | | | | | |
| Institute | | | | | | | | | | | |

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Click the "Download" button from the reference screen.

| Agreement of insurance for students | No students participated in the project | | | | | | |
|---|---|--|--|--|--|--|--|
| Objective of the project | 1 | | | | | | |
| Research plan and preparation status | 2 | | | | | | |
| Figure | | | | | | | |
| Expected results | 2 | | | | | | |
| | Expense classification Unit price (JPY) Number of people/Quantity Amount (JPY) Route/Item | | | | | | |
| Budget request | No records found | | | | | | |
| | Travel expenses:0JPY Cost of expendable supplies:0JPY Total:0JPY | | | | | | |
| Facilities to be used in Collaborative Research Project | do not wish to use | | | | | | |
| Note (optional) | | | | | | | |
| | Signature | | | | | | |
| Applicant's institution agreed to the applicant's commit | tment to the project. | | | | | | |
| Head of applicant's institution (position title / nam IFS responsible member agreed to the commitment to | | | | | | | |
| IFS responsible member (position title / name): w | | | | | | | |
| Applicant guarantees that all project members have no problem to participate in the project. (Please note that a person have an obligation to give undivided attention to his/her duties is not able to join the project.) | | | | | | | |
| Return to list of application(s) Edit Download Cancel the application | | | | | | | |
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| | | | | | | | |

The application form will be downloaded to your own PC.

IfsCrpApplication-1.xlsx へ

*When using Google Chrome.

The printed application form will be as follows.

| | A B | C | D | E | FG | н | | IJ |
|-------|---------------------|-------------------|--------------------|---------------|-----------------|------|-------------|--------------|
| 1 | Received date | | 1 | | | | | : 2019/02/05 |
| 2 3 4 | Receiving code | | - | | | | output Date | : 2019/02/05 |
| 4 | | | 1 | | | | | |
| 5 | Institute of Fl | | | | | | | |
| 6 | Application For | | | esearch Pro | ject 2017 | | | |
| 7 | Name (Last name, Fi | rst name): | Taro SYOGAI | | | | | |
| 8 | Position title:Inst | itution: | Institute of •••• | University T | echnical staff | | | |
| 9 | Address of Institut | ion: | 1-2-3 Katahira, Ao | ba-ku, Sendai | | | | |
| 10 | TEL: | | 022-111-2222 | | | | | |
| 11 | FAX: | | | | | | | |
| 12 | E-nail: | | test3@test.ac.jp | | | | | |
| 13 | Classification | | General collaborat | ive research | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | | | | | | |
| 17 | Subject area | | Environment and en | ergy | | | | |
| | Project title | | \$\$\$ | | | | | |
| 18 | | | | | | | | |
| 19 | Project status | | Nev | | | | | |
| 20 | (Former project co | de) | | | | | | |
| 20 | If the project stat | | ing present projec | U", or "2nd : | year″ or ″3rd y | ear″ | | |
| 22 | (1)The number of co | -authored papers | Journal : | | | | | |
| 23 | | | Conference: | | | | | |
| 24 | | | Patent, award etc. | : | | | | |
| | (2)One representati | ve paper etc.: | | | | | | |
| 25 | (3)Presentation at | IES collaborative | | | | | | |
| 26 | research forum | tro corrabulative | | | | | | |
| | (4)Other collaborat | | | | | | | |
| | (This item is optio | nal): | | | | | | |
| 27 | | | 1 | | | | | |

6 About the edit requests from the Office of Collaborative

Research

The application content is confirmed at the Office of Collaborative Research. If an edit is required, there will be an edit request from the Office of Collaborative Research and the target application data can be edited.

After receiving the notification, please edit the application content by following the procedures described in the previously described "4.3 Edit the application content" section.

□Tip

•If there is an edit request from the Office of Collaborative Research, the processing status will be changed to "Returned," and the applicant will be able to edit the application.

Your application status will be changed to "Received", if its contents are completed. Depending on the results of the evaluation, the status may be changed to "Accepted" or "Rejected".

7 Submit a report

After the collaborative research is completed, please submit a report. If the processing status is set to "Accepted," you can submit a report.

7.1 Submit a report

Click the "application date" of the application data that you wish to submit as a report from the application list, and you will be transferred to the reference screen.

| nt Usage / Research C | | | | | | | | |
|------------------------------|----------------------|-----------------------------|---------------------------------|---|-------------------------------------|-------------------|----------------------------------|------------------------------|
| Application Web Site | of IFS Co | ollaborative Researc | h Project | List of application | on(s) | | | ů Logo |
| Applications | | | | | | | | |
| Create an application >> | | | | | | | | |
| order to apply, please selec | t "Category | of application" and click t | | | | | | |
| elect one | | | Create an a | pplication | | | | |
| This allows applicant to ma | ake his/her s | earch more specific. | | | | | | |
| Proposed date | 2016/ | /12/13 ~ | | c | Classification | General | collaborative 📥 Confere | ntial collaborative research |
| Processing status | Accep | ted | • | | | research | (include | d summer school) |
| Category of applicatio | n All | | | | | Collabor | ative research including F | h.D student |
| | | | | | | | | y young researcher (under 3 |
| Applicant | | | | | | years ol | d) ional collaborative resear | |
| IFS responsible memb | ber | | | | | Internat | ional collaborative resear | cn |
| | | | | S | Subject area | Environ | ment and energy | |
| | | | | | | | ale mobility of humans ar | |
| | | | | | | | welfare and medical care | |
| | _ | | | | | Fundam | entals | |
| P Search Rese | t | | | | | | | |
| se click the "Proposed dat | e" for more | details of the application | Applicant is able to | revise the application on | ly if the status i | s "Applicated" | or "Returned" | |
| | | | (1 of | | | | | |
| Nol | al number Multi ≎ | Proposed date 🕏 | Processing status ≎ | Project status ≎ | Categ | ory of ation ≎ | Applicant ᅌ | IFS Non-IFS ≎ |
| 1 10 | 9 | 2016/12/13 | Accepted | New | General Collaborat Research I | | Taro SYOGAI | Jiro RYUTAI |
| | | | | | | , | | |
| | | | (1 of | | <u></u> | | | |
| | | | | | | | | |
| Institute of Flui | id Science | Ð | | | | | | |

Click the "Register the report" button from the reference screen.

| Facilities to be used in Collaborative Resea | Facilities to be used in Collaborative Research Project do not wish to use | | | | | | | |
|--|--|---|--|--|--|--|--|--|
| Note (optional) | | | | | | | | |
| | | | | | | | | |
| | | Signature | | | | | | |
| Applicant's institution agreed to the applica | nt's commitment to the | project. | | | | | | |
| Head of applicant's institution (position | title / name): aaa | | | | | | | |
| IFS responsible member agreed to the con | mitment to the project. | | | | | | | |
| IFS responsible member (position title | name): aaaa | | | | | | | |
| Applicant guarantees that all project meml (Please note that a person have an obligat | | participate in the project. ention to his/her duties is not able to join the project.) | | | | | | |
| | | Project report | | | | | | |
| | | Project report | | | | | | |
| Report in MS Word format | test.docx | | | | | | | |
| Report in PDF format | test.pdf | | | | | | | |
| Re-print | | | | | | | | |
| Other materials | | | | | | | | |
| | Title of the paper: | | | | | | | |
| Research publications | Author(s): | | | | | | | |
| | Page number: ~ | | | | | | | |
| Return to list of application(s) Download Register report(s) | | | | | | | | |
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You will be transferred to the edit screen.

If you clicked "Register the report," the application content will be displayed, but will no longer be able to be edited. Only the research report column will be able to be edited.

| Joint Usage / Research Center, "Fluid Science Global Research and Education Hub" | | | | | | |
|--|--|--|--|--|--|--|
| Application Web Site of IFS Collabor | ative Research Project T * List of application(s) | | | | | |
| General Collaborative Research Proj | set | | | | | |
| Name (Last name, First name) | Taro SYOGAI | | | | | |
| Institution / Position title | Institution: 〇〇 研究所 Position title: Technical staff | | | | | |
| Address of Institution | Address: 〒仙台市青葉区片平 1-2-3 TEL: 022-111-2222 FAX: | | | | | |
| E-mail | test3@test.ac.jp | | | | | |
| Classification | General collaborative research | | | | | |
| Subject area | Environment and energy | | | | | |
| Project title | bbbbb | | | | | |
| Project status | 2nd year 222 | | | | | |
| Abstract of Result of former year(s) | (1)The number of co-authored papers Journal (included international conference with peer review): 1 item(s) Conference: 2 item(s) Patent, award etc.: 2 item(s) (2)One representative paper etc. 22 (3)Presentation at IFS collaborative research forum 2018 No (4)External funds or projects based on IFS Collborative Research Project, other collaborative activities (This item is optional) 22 | | | | | |
| Project abstract | 1 | | | | | |
| Research period | Start date: 2017/04/01 \sim End date: 2018/03/31 | | | | | |
| | Project organization | | | | | |
| Project leader(applicant) | Name(Last name, First name): Taro SYOGAI Institution: 〇〇研究所 Position title: Technical staff Under 35 Years old: No | | | | | |

•

(Continued from the edit screen)

| | Signature | | | | | |
|---|---|--|--|--|--|--|
| Applicant's institution agreed to the applicant's commitment to the project. | | | | | | |
| Head of applicant's institution (position title / name): aaa IFS responsible member agreed to the commitment to the project. | | | | | | |
| IFS responsible member (positio | n title / name): aaaa | | | | | |
| | members have no problem to participate in the project. bligation to give undivided attention to his/her duties is not able to join the project.) | | | | | |
| | Project report | | | | | |
| Report in MS Word format | Select the file Select the file test.docx | | | | | |
| Report in PDF format | Select the file test.pdf | | | | | |
| Re-print | + Select the file | | | | | |
| Other materials | Select the file | | | | | |
| Research publications | Title of the paper Author(s) Page number ~ | | | | | |
| Clear the input data and return to li | st page Confirm the contents of report | | | | | |
| Tohoku University | | | | | | |
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When submitting a report, a Word and PDF version of the reports are required.

The other items are optional.

If you select a report, please click the "Confirm the contents of report" button. You will then be transferred to the confirmation screen.

You will be transferred to the confirmation screen. Please confirm the entered content and register the report.

| | Signature |
|---|---|
| Applicant's institution agreed to the | applicant's commitment to the project. |
| Head of applicant's institution (IFS responsible member agreed to | |
| IFS responsible member (posit | |
| | ct members have no problem to participate in the project. obligation to give undivided attention to his/her duties is not able to join the project.) |
| | Project report |
| Report in MS Word format | test.docx |
| Report in PDF format | test.pdf |
| Re-print | |
| Other materials | |
| Research publications | Title of the paper: Author(s): Page number: ~ |
| Return to input page Register | report(s) |
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When the registration is completed, you will be transferred to the list screen. The report will be displayed as "Yes" on the list screen.

| loint Us | age / Rese | earch C | enter, "Fluid S | cience Global | Research and E | ducation Hub" | | | | | |
|------------|----------------|-------------------|--------------------|-----------------------|--------------------|------------------------------|----------------|---|-----------------|---------------------|------------------------|
| Appl | ication We | eb Site | of IFS Collab | orative Resea | rch Project | ★ List of applicat | tion(s) | | | | ් Logout |
| Appli | ications | | | | | | | | | | |
| << Creat | e an applicat | ion >> | | | | | | | | | |
| in order t | to apply, plea | se selec | t "Category of ap | plication" and clic | k the "Create an a | application". | | | | | |
| Select | one | | | | Create | an application | | | | | |
| This a | llows applica | nt to ma | ike his/her search | more specific. | | | | | | | |
| Prop | osed date | | | ~ 2016/ | 11/28 | | Classification | General collaborative 👝 Conferential collaborative research | | | ative research |
| Proc | essing stat | us | Accepted | | - | | | research | (inclu | ded summer sc | hool) |
| Cate | gory of ap | plicatio | n All | | | | | Collaborative res | earch including | g Ph.D student | |
| | · | | | | | | | Collaborative res | earch directed | by young resea | archer (under 37 |
| | licant | | | | | | | years old) | | | |
| IFS I | responsible | e memt | ber | | | | | International coll | apprative rese | arch | |
| | | | | | | | Subject area | Environment and | energy | | |
| | | | | | | | | Multi-scale mobil | ity of humans | and materials | |
| | | | | | | | | Health, welfare a | nd medical ca | re | |
| | | | | | | | | Fundamentals | | | |
| و م | Search | Rese | t | | | | | | | | |
| | | | | | | | | | | | |
| lease cli | ck the "Propo | osed dat | e for more detai | is of the application | | le to revise the application | | | led". | | |
| No | Serial | Seri | Proposed dat | Processing | Project | Category of | Applicant \$ | IFS | Receiving | eceived date | Report submitted |
| | number < | ≎ for N | | status \$ | status \$ | application \$ | | Non-IFS ≎ | code ≎ | | or not + |
| 1 | 2 | | 2016/11/28 | Accepted | 2nd year | General Collaborative | Taro SYOGAI | taro RYUTAI | | | Yes |
| 1 | - | | 2010/11/20 | Accepted | 2nd year | Research Project | 1010 0100/0 | | | | 105 |
| < | | | | | | | | | | | > |
| | | | | | (1 | of 1) 🔤 🛀 1 | <u> </u> | | | | |
| | | | | | | | | | | | |
| (IFS | Institute | of Flui ersity | id Science | | | | | | | | |
| - | | - | | | | | | | | Tabata da maine ani | |
| | | | | | | | | © Institute of | Fiuld Science, | TOHOKU UNIVERSI | y. All Rights Reserved |

8 About the processing status of the application data and e-

mail notifications

8.1 About the processing status of the application data

Confirm the processing status of the application data from the processing status column of the application list screen. The processing status will be set as follows.

"Temporary saved"... The application is temporarily saved while the applicant creates the application data. The application will not be submitted if the processing status is set to "Temporary saved". The application data should be edited and submitted by the applicant.

"Applied"...The applicant has created the application data and submitted. The application data can be edited by the applicant if the processing status is set to "Application completed."

"Checking the application"...The application data is being accepted. The application data cannot be edited if the processing status is set to "Checking the application." If the application content is confirmed at the secretariat and there are no problems with it, the processing status will be set to "Accepted," or if an edit request is made to the applicant, it will be set to "Returned."

"Returned"... If the application data is incomplete and an edit request is made to the applicant, the processing status will be set to "Remand." If it is set to "Returned," the applicant can edit the application

data.

"Cancelled"...The application data can be cancelled if it is incorrectly submitted. It can be cancelled if the processing status is set to "Temporary saved" or "Applied."

"Received"...The application content is confirmed by the secretariat, and if there are no problems with the application content, the application will be accepted.

"Accepted"...The applications that are selected as a result of the examination will be displayed as "Accepted."

"Transferred"... The applications that are rejected as a result of the examination will be displayed as "Transferred."

8.2 About the e-mail notifications

During the following processes carried out by the applicant, an e-mail notification will be sent to the secretariat.

•When the application is submitted

•When the application data is edited (when the application data from "Applied" or "Returned" is edited)

•When the application data is cancelled (excluding cases when the "Temporary saved" data is cancelled)

During the following processes carried out by the secretariat, an e-mail notification will be sent to the applicant.

•When the application data is accepted

•When the application data is returned

•When the application data is cancelled

9 Register your account

9.1 Register your account (when registered by the applicant)

The account registration can be carried out by the applicant. Please click "Signup".

| int Usage / Research Center, "Fluid Science Global Research and Educa Application Web Site of IFS Collaborative Research Project | é Login |
|---|---|
| Login Form | |
| Email * | |
| Password * | |
| Cogin Singup | |
| <u>∃太語</u> English | |
| | |
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Enter your e-mail address, and place a checkmark next to "I'm not a robot." Then, click the "Send" button.

| Joint Usage / Research Center, "Fluid Science Global Research and Educatio | n Hub" |
|--|---|
| Application Web Site of IFS Collaborative Research Project | ð Login |
| Email Validation | |
| Email * | |
| Confirm Email * | |
| V I'm not a robot | |
| Send x Cancel | |
| Institute of Fluid Science | |
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An authentication URL will be sent to the e-mail address that you entered.

Please register your account from the URL contained in the e-mail.

*Please note that if you do not access the account within 24 hours, the transmitted information will be discarded.

| Joint Usage / Research Center, "Fluid Science Global Research and Education Hub" | |
|---|-------------------------|
| Application Web Site of IFS Collaborative Research Project | ဗ် Login |
| Email Validation | |
| URL for authentication has been sent by E-mail. Please make an account via accessing the URL in the E-mail. | |
| | |
| | |
| | |
| | |
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| Institute of Fluid Science Tohoku University | |
| © Institute of Fluid Science, Tohoku Universit | y. All Rights Reserved. |

Access the URL listed in the e-mail to register your account. After entering the information, please click the "Confirm" button.

| Joint Usage / Research Center, "Fluid Se | cience Global Research and Education Hub" | |
|---|---|--------------|
| Application Web Site of IFS Collabo | orative Research Project | ර Login |
| Registration | | |
| | "*" means rec | quired item. |
| Name * | Jiro SYOGAI | |
| | Omale | |
| Gender * | • female | |
| Email | | |
| Institution * | Graduate School of Engineering / Tohoku University | |
| Position * | Professor Associate Professor Senior Assistant Professor Assistant Professor Assistant Professor Postdoctoral researcher Doctoral course student Master course student College of technology, advanced course student Other Please input including postal code. | |
| Postal code / Address of Institution * | 1-2-3 Katahira, Aoba-ku, Sendai, 123-4567 | |
| Tel * | 022-123-4567 | |
| Fax | 022-123-9876 | |
| Password * | | |
| Confirm Password * | | |
| Cancel | | |
| Institute of Fluid Science Tohoku University | | |
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You will be transferred to the confirmation screen. Confirm the content and register your account.

| Joint Usage / Research Center, "Fluid Science Global Research and Education Hub" | | | | |
|--|--|--|--|--|
| Application Web Site of IFS Collaborative Research Project | | | | |
| Registration | | | | |
| Name | Jiro SYOGAI | | | |
| Gender | male | | | |
| Email | | | | |
| Institution | Graduate School of Engineering / Tohoku University | | | |
| Position | Professor | | | |
| Postal code / Address of Institution | 1-2-3 Katahira, Aoba-ku, Sendai, 123-4567 | | | |
| Tel | 022-123-4567 | | | |
| Fax | 022-123-9876 | | | |
| Password | ***** | | | |
| Save | | | | |

10 About inquiries

If you have any questions about the "Application Website for IFS Collaborative Research Project," please contact us at following e-mail address.

Contact information

Office of Collaborative Research Project, Institute of Fluid Science, Tohoku University E-mail: ifs-kyodo@grp.tohoku.ac.jp