Form 3

**Annual Report**

LaMer, Ehime University

Date (d , m , y 　　)

To Director of LaMer

 Principle Investigator:

 Affiliation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name in print　\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Include the report on the result of the project/meeting in a separate page.

1. Project / Meeting title

2. Members of project / meeting

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Age | M/F | Affiliation | Position | Contribution part |
| PIMembers |  |  |  |  |  |
| LaMer Faculty member in charge |  |  |

3. Achievements of the project/meeting (publications, conference presentations, awards, patents, etc.)

\* **As for the publications, only ones with acknowledgement to LaMer should be listed.**

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|  |

4. Research report (Follow the guideline on the next page)

Guidelines for "4. Research report"

When preparing the "4. Research report", pay attention to the following points.

(1) The page setup should be A4 and 30 lines (12 point).

(2) The number of pages should not exceed 5, including figures and tables.

(3) Write the report concisely and concretely in the following order: title of research project, names of project members (including affiliation), purposes, methods, results, and future challenges. If there are any materials from the research project/meeting (academic paper, symposium abstract book, etc.), attach them with the report. Be sure to inform any academic papers (**only with acknowledgments to LaMer**) that are published after the report is submitted.

(4) The report will be open to the public through the LaMer website. If you need to suspend the public access of your results due to a patent application, please contact the LaMer Office.

LaMer Office

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