

Research Organization of Information and Systems

Joint-Research On-line Integrated System

JROIS

JROIS Manual (For Researchers)

National Institute of Genetics

Table of Contents

1. Introduction	3
2. Common contents in JROIS (These are all the same within ROIS)	3
3. Portal Page (This page is created for each institution in ROIS)	4
3-1 New user registration for JROIS	5
3-2 Log in to JROIS	7
4. Home Page	9
4-1 Confirmation of Notice	10
4-2 Confirmation and change of user information	10
4-3 Change of password	12
5. Functionality for research representaives	12
5-1 Submitting a proposal application	12
5-2 Confirmation of application information	19
5-3 Resubmit of application	21
5-4 Change of Research members after adoption(addition and removal)	22
5-5 Progress report	24

1. Introduction

The system (hereinafter referred to as “JROIS”) is designed to streamline internal research support functions as well as enhance the convenience of procedures carried out by researchers for a series of operations consisting of proposals, reviews, reporting of results, and analysis and evaluation of usage with respect to joint usage and joint research at the Research Organization of Information and Systems (ROIS). As an inter-university research institute corporation, we promote joint usage and joint research and welcome applications through five affiliated institutions (1 through 5 below). Visit our website (<https://www.rois.ac.jp/research/coop.html>) for more information.


- 1) National Institute of Polar Research
- 2) National Institute of Informatics
- 3) The Institute of Statistical Mathematics
- 4) National Institute of Genetics
- 5) Joint Support-Center for Data Science Research (ROIS-DS)

This manual contains information that is common to all of our open calls for applications. As the contents of and expressions relating to these open calls vary in certain respects among the aforementioned institutions, you are urged to refer to the application guidelines put forth by each institution when submitting an actual application.

* Screenshots of pages and screens under development may be presented from time to time herein. Note that these may differ from the actual pages and screens that would be seen in some cases.

2. Common contents in JROIS (These are all the same within ROIS)

① Enter the date

Click the calendar icon  in the date entry field to display a calendar. Click a date in the displayed calendar to set the date in the entry field

② “Add” button

Click to add an item at the top of the “Add” button.

③ “Back” button

Click the “Back” button to return to the previous page from the currently displayed page.

Click 

at the top of the page to return to the portal page (before login) or the home page (after login)

④ “Confirm” Button

Click the “Confirm” button to display the confirmation screen where the information you have entered will be presented. If the information displayed is correct, click the “Registration” button to finalize the registration of your information.

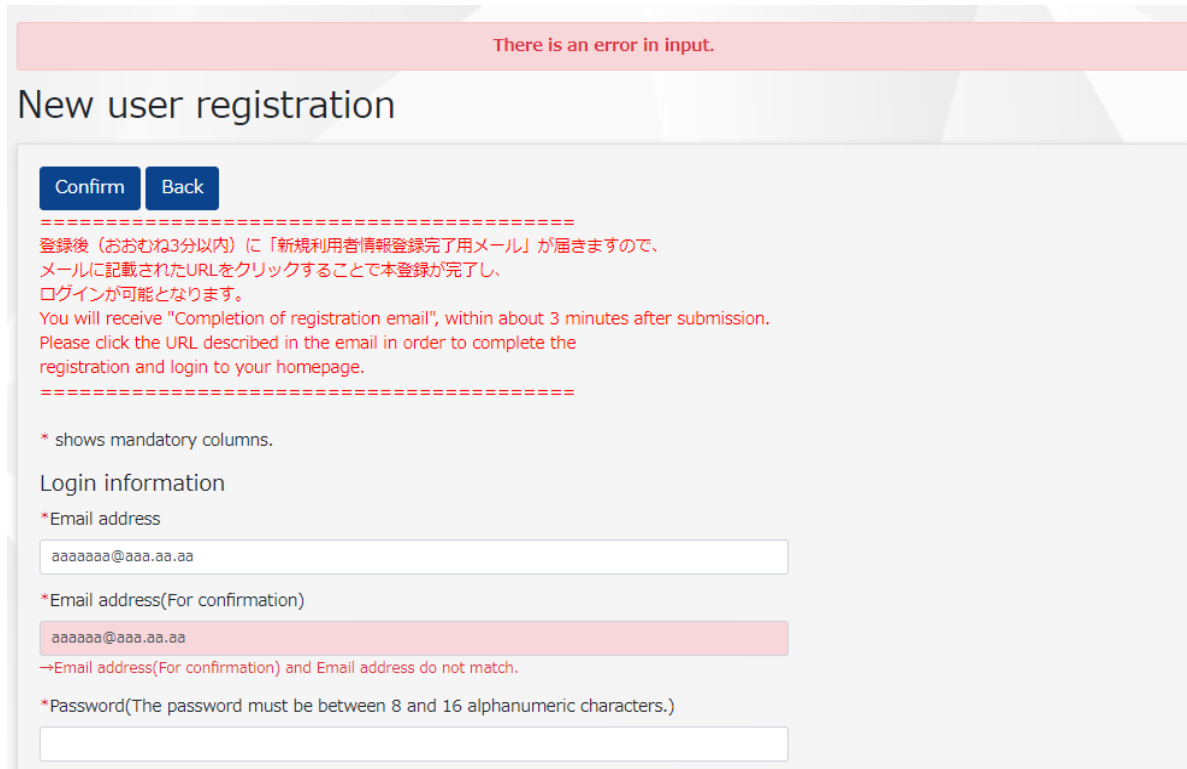
⑤ Required items

Items on the entry screen marked with a * must be filled out.

Failure to fill out a required item will result in an error.

⑥ Entry error display

If you have made an entry error, an error message will be displayed at the top of the page. Any item not entered correctly will be shown in pink with an accompanying error message.



3. Portal Page (created for each institution accepting applications)

This is the page that is first displayed when you access the system.



[Portal page] (For National Institute of Genetics)

You can do the following from the portal page:

- ① Switching display language (between Japanese and English)
- ② Log in to JROIS
- ③ Registration
- ④ Download manual
- ⑤ Link to the Guidance page of NIG-JOINT
- ⑥ System notice

3-1. New user registration for JROIS

You will need to register as a user to use JROIS. When using JROIS for the first time, register from the “Registration” section on the portal page of the relevant institution. Since user information is used on a shared basis within our organization, you will not need to register again once you have registered.

[New user registration]

New user registration

Confirm Back

登録後（おおむね3分以内）に「新規利用者情報登録完了用メール」が届きますので、メールに記載されたURLをクリックすることで本登録が完了し、ログインが可能となります。
You will receive "Completion of registration email", within about 3 minutes after submission. Please click the URL described in the email in order to complete the registration and login to your homepage.

* shows mandatory columns.

Login information

*Email address
susakai@nig.ac.jp

*Email address(For confirmation)
Example) info@example.com

*Password(The password must be between 8 and 16 alphanumeric characters.)
.....

*Password (For confirmation)(The password must be between 8 and 16 alphanumeric characters.)

*Researcher ID (for KAKENHI)

I do not have a Researcher ID

Personal information

*Family/Last Name *Given/First(+middle) Name

Items to be entered as login information are as follows:

Table 1. Login information

Item no.	Item	Contents
1	Logon information	
1-1	Email address	Enter your contact email address. Warning: If you enter your email address incorrectly, you will not receive a “Completion of registration” email and your registration will not be completed. Make sure that your email address is correct by verifying it on the “Confirm new user registration information” screen prior to finalizing this process.
1-2	Pass word	Enter a login password
1-3	Researcher ID (for KAKENHI)	Enter your Researcher ID, which is the identifier that will constitute your Login ID. (If you do not have a Researcher ID, check the box corresponding to “I do not have a Researcher ID” and leave this field blank.
2	Personal information	
2-1	Family/Last Name, Given/First(+middle) Name	Enter your name (last name in the field on the left and first name in the field on the right).
2-2	Not required	Leave it blank
2-3	Not required	Leave it blank
2-4	Birth year/Birth month	Enter your date of birth (year and month).
2-5	Gender	Select a Gender
2-6	Country (or Region)	If you are based overseas, enter the name of the country in which the institution to which you belong is situated.
2-7	Institution category	Select the type of institution to which you belong from the pulldown menu.
2-8	Name of Institution (If you do not read/write Japanese, please enter “OTHER” in uppercase.	Enter the name of the institution to which you belong. By entering a part of the name, suggestions for possible matches will be displayed underneath the field. (If no suggestions are generated or if your institution is based overseas, enter “OTHER” in uppercase letters to enable you to fill out the field below (Name of Institution (in case you enter “OTHER” above.)). Enter the name of the institution to which you belong in the “(Name of Institution (in case you enter “OTHER” above)” field.) Note: If no suggestion is generated, do not enter the actual name of your institution in the “Name of institution (If you do not read/write Japanese, please enter “OTHER” in uppercase)” field.

		Failure to comply will result in an error and prevent you from completing your registration.
2-9	Name of Institution (in case you enter "OTHER" above.)	Enter the name of your department in the institution to which you belong.
2-10	Position	Enter the name of your position in the institution to which you belong. (If you are a student, input Graduate Student or Undergraduate Student.)

After filling out all required items, click the "Confirm" button to bring up the "Confirm new user registration information" screen. After confirming that the information you have entered is correct, click the "Registration" button. A "Completion of registration" email will be automatically sent to you by the system. **At that time, click the URL included in the email to complete the user registration process.**

3-2. Login to JROIS

Login to JROIS.

[Login]

You can login with either your Researcher ID (or Login ID) or email address.

Your Researcher ID is an identifier specific to each researcher in the e-Rad system and was previously known as a scientific research grant-in-aid number. If you do not have a Researcher ID, the ID generated for you by the system when you registered as a new user will serve as your Login ID.

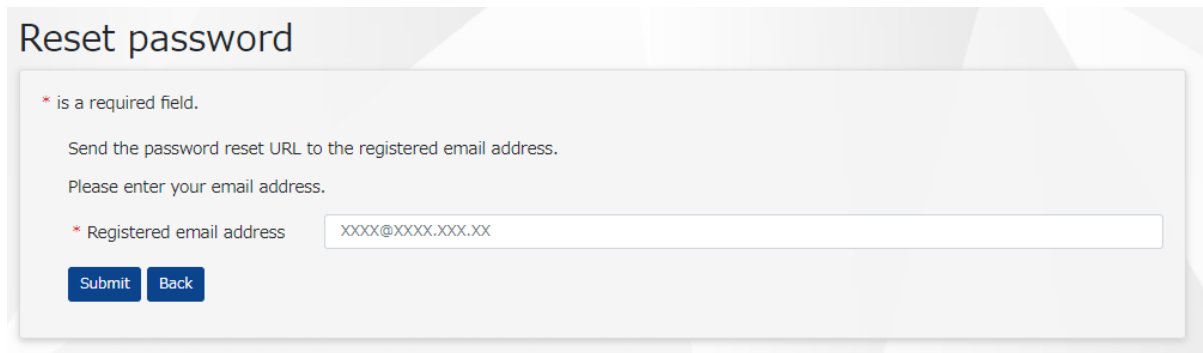
* If you obtain a Researcher ID after you register as a user, you should update your user information via the "User information" screen.

<If you forget your password or Login ID>

Click "Login" from the portal page to bring up the login screen.

① If you forget your password

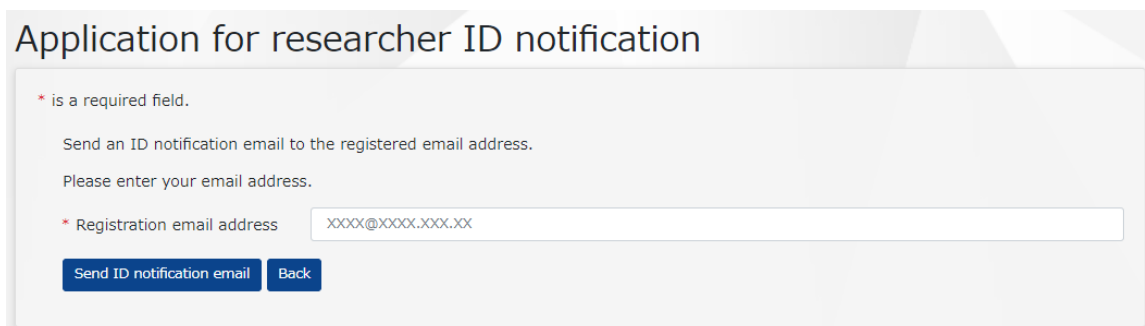
Enter your registered email address in the “Reset password” screen and click the “Submit” button to have an email sent to you. Your password can be reset by clicking the URL for resetting your password as included in this email.



The screenshot shows a web form titled "Reset password". At the top, it says "* is a required field." Below this, there are two lines of instructional text: "Send the password reset URL to the registered email address." and "Please enter your email address." The form contains a single text input field with the placeholder text "XXXX@XXXX.XXX.XX" and a red asterisk to its left. Below the input field are two buttons: "Submit" and "Back".

② If you forget your Login ID

Enter your registered email address in the “Application for Researcher ID notification” screen and click the “Send ID notification email” button. Your Login ID will be notified to you by email.



The screenshot shows a web form titled "Application for researcher ID notification". At the top, it says "* is a required field." Below this, there are two lines of instructional text: "Send an ID notification email to the registered email address." and "Please enter your email address." The form contains a single text input field with the placeholder text "XXXX@XXXX.XXX.XX" and a red asterisk to its left. Below the input field are two buttons: "Send ID notification email" and "Back".

4. Home Page

This screen is displayed when you login to JROIS from the portal page.

The screenshot shows the home page of the Joint-Research On-line Integrated System. It features a navigation menu on the left and three main content sections. Red boxes and numbers highlight specific elements:

- ①** Notice section: A red box highlights the 'Notice' header and the main text area containing information about the 2021 NIG-JOINT and Joint Research Meeting.
- ②** List of Collaboration program: A red box highlights the table listing various research programs.
- ③** List of your proposals: A red box highlights the table listing proposals where the user is a participant.
- ④** Menu: A red box highlights the 'user information' and 'Password change' options in the left-hand menu.
- ⑤** Jury committee menu: A red box highlights the 'Review related' section in the left-hand menu.

Fiscal	Institution	Research type	Offer name
2020	遺伝研(NIG)	国際共同研究 / NIG-JOINT (I)	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	研究会 / Joint Research Meeting	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	共同研究 (B) / NIG-JOINT (B)	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	共同研究 (A) / NIG-JOINT (A)	2020 NIG-JOINT

Fiscal Year	Reception number Reference number	Research type Field
2020		共同研究 (A) / NIG-JOINT (A)
2020		bbbbbb
2020		研究会 / Joint Research Meeting
2020	2020-遺伝研 (NIG)-共同研究 (A) / NIG-JOINT (A)-00014	共同研究 (A) / NIG-JOINT (A)
2020		テスト0916
2020	2020-遺伝研	

You can do the following from the home page:

- ① Check system-issued notices.
- ② Compile a list of collaboration programs (joint research projects for which applications are sought). (Proposal information can be registered through the “Application registration” button.)
- ③ Confirm information on proposals in which you are a participant
 - Click in the vicinity of the “Fiscal year” or “Research type” field in the “List of your proposals” section to check the identity of the research leader or budget executive officer, application amount, request status, and other details pertaining to the proposal in question.
 - Click the research theme to bring up the “Application information details” screen for the given proposal.
- ④ Check and revise your user information.
- ⑤ Password change

[List of your proposals]

List of your proposals	
2020	2020-遺伝研 (NIG)-共同研究 (A) / NIG- JOINT (A)-00014 共同研究 (A) / NIG-JOINT (A) テスト0916
Offer name	2020 NIG-JOINT
Research leader	
Budget Executive Officer	
Application amount (thousand yen)	30
Request status	提出
Adoption status	
Progress report status	

4-1. Confirmation of Notice

Notices for users are listed in this section.

Since up to five notices can be displayed, you should click “Show all” if you want to see them all. Click the title of a notice displayed here to display the contents of the notice. Each notice can be read in full by scrolling down.

Once the effective period of the notice has lapsed, the notice will no longer be displayed.

[Notice]

The screenshot shows the 'Joint-Research On-line Integrated System' interface. On the left, there is a 'Menu' section with options for 'user information' and 'Password change', and a 'Jury committee menu' section with a 'Review related' option. The main content area is titled 'Notice' and displays a notice for the '2021年度国立遺伝学研究所共同研究・研究会公募開始のお知らせ / Call for Application for 2021 NIG-JOINT and Joint Research Meeting'. The notice includes the dates '2020/07/17 ~ 2020/12/31' and the organization '研究推進係 / Research Promotion Team'. A 'Show all' link is located at the bottom right of the notice area.

4-2. Confirmation and change of user information

Your information as previously registered in the system can be checked.

If registered information has changed due to a personnel transfer or any other change in circumstances, click the “Change” button at the bottom of the screen to bring up the “User information update input” screen. After updating the pertinent information, click the “Confirm” button. Updated parts will be highlighted in

green. After checking these parts to make sure they have been correctly entered, click the “Update” button.

[User Information]

User Information

Login information			
Researcher ID	[REDACTED]		
Password	*****		
Name	[REDACTED]		
Name (phonetic)			
Name (English)	[REDACTED]		
Date of birth	[REDACTED]	Gender	女
Work address			
Zip code	4118540		
State / province	静岡県		
City	三島市		
street	[REDACTED]		
Building			
Contacts			
phone number	11111111	Fax number	
Email address	[REDACTED]		
Affiliation			
Nationality			
Affiliation category classification	Inter-University Research Institute Corporation /大学共同利用機関法人		
Affiliation	情報・システム研究機構 国立遺伝学研究所		
Other Affiliation	国立遺伝学研究所		
Affiliation department	[REDACTED]		
Job Title	[REDACTED]		
Name of affiliate head	[REDACTED]		
Job title of affiliate head			
[Change] [Back]			

4-3. Change of password

You can change your password.

Enter your current password and your new password (twice) before clicking the “Change” button. Note that a change in your password will take effect immediately.

[Change password]

Change password

* is a required field.

* Current password

* New password

* New password (for confirmation)

Change Back

5. Functionality for research representatives

5-1. Submitting a proposal application

You can submit a proposal application for joint research or a joint research meeting.

To submit a proposal application, click the research type for which you seek to submit an application from the “List of collaboration program” on the home page to display the “Application registration” button. Click this button to display the “Registration of the application” screen. You can also download instructions for registering application information.

[HomePage]

Joint-Research On-line Integrated System

Menu

- user information
- Password change

Jury committee menu

- Review related
- personal evaluation registration
- Personal Evaluation Bulk Registration

Notice

2021年度国立遺伝学研究所共同研究・研究会公募開始のお知らせ / Call for Application for 2021 NIG-JOINT and Joint Research Meeting
2020/07/17 ~ 2020/12/31 研究推進係 / Research Promotion Team

Show all

List of Collaboration program

Fiscal Year	Institution name	Research type	Offer name
2020	遺伝研(NIG)	国際共同研究 / NIG-JOINT (I)	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	研究会 / Joint Research Meeting	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	共同研究 (B) / NIG-JOINT (B)	2020年度国立遺伝学研究所共同研究・研究会公募 A
2020	遺伝研(NIG)	共同研究 (A) / NIG-JOINT (A)	2020 NIG-JOINT

申請情報登録の手引き / Instruction of Registering Application Information Application registration

Show all

Click to download “Introduction of Registering Application Information”>

Click to apply

[Registration of the Application]

The items to be entered for the application process and descriptions of these items are as follows. Note that the items to be entered may differ depending on the type of research for which applications are sought.

Table 2. Application information

Item No.	Item	Contents
1	Application subject contents	
1-1	FY	The fiscal year for the application is automatically displayed.
1-2	New project or continuing project	Select the proposal for which you wish to submit an application.
1-3	If continuing project, the first FY of the research	If your proposal is an ongoing project under the above item, enter the first fiscal year of your research project.
1-4	Research type	The type of research for which you are submitting a proposal application is automatically displayed.
1-5	Research Theme (In Japanese)	Enter in Japanese the title of the proposal for which you are submitting an application.
1-6	Research Theme (In English)	Enter in English the title of the proposal for which you are submitting an application. *If there is only English title, please fill in the same title in “Research Theme (In Japanese)” column as well.

1-7	Purpose of joint research	Enter the specific purpose of your joint research project.
1-8	Expected research results	Enter the specific results expected from research to be conducted for the proposal for which you are submitting an application.
1-9	Research plan and method	Enter the specific research plan for the proposal for which you are submitting an application and the specific method by which it is to be implemented.
1-10	Necessity of joint research	Describe the necessity of the joint research in specific terms.
1-11	Upload the images (If you want to use the image to explain the research purpose, plan, method, etc.)	Upload here any images used to describe the purpose of your research, the plan that applies to your research, or the method by which your research will be conducted. * Select an image in the “Reference” “section and click “Add”.
1-12	Others (Additional request for the joint research, if any) * Joint research meeting members (planned) in the case of a research meeting.	Enter any requests you may have regarding the joint research. * For a joint research meeting, enter the name of any expected participant, the name of the organization to which he or she belongs, the name of the department to which he or she belongs, and the name of his or her position.
1-13	Request of re-examination as NIG-JOINT(A) * NIG-JOINT(B), NIG-JOINT(I) only	Check “Yes” if you wish to have your application re-examined as NIG-JOINT (A).
1-14	Involve the experiments of recombinant DNA	If “Yes”, enter the name of the NIG principal investigator.
1-15	Involve animal experiments	If “Yes”, enter the name of the NIG principal investigator and, if you are planning to have animal experiments conducted by an outside researcher, check “Yes”.
1-16	Use of isotope	If you are planning to use isotopes, check “Yes”.
2	Research members	
	Joint research representative (applicant)	
2-1	Organization	The name of the organization to which the applicant belongs is automatically displayed.
2-2	Department faculty	The name of the department to which the applicant belongs is automatically displayed.
2-3	Position	The name of the applicant’s position is automatically displayed.
2-4	Name	The name of the applicant is automatically displayed.
2-5	Email address	The applicant’s email address is automatically displayed.
2-6	Research representative’s publication * NIG-JOINT(B) only	Enter the applicant’s research accomplishments. * Click the “Add” button to add new entry fields.
3	Joint research member	If you wish to register someone as a joint research participant,

	<p>(planned)</p> <p>* NIG-JOINT(A), (B), (I) only</p> <p>* After a joint research meeting has been adopted, additional participants should be registered through the “Change of collaborators/participants” screen as soon as they have been confirmed.</p>	<p>their approval should be obtained in advance. After the application information has been entered, click the “Submit” button to automatically have an email with the subject line “Request for accepting participation in NIG-JOINT” (for co-participant consent) sent to the joint research member. An email with the subject line “Request for creating a JROIS account” will also be sent to a joint research member who has not yet registered his or her user information with JROIS.</p> <p>* Click the “Add” button to add a new entry field.</p> <p>Note: If there are no joint research members, enter a space in the Last name/First name fields and enter aaa@nig.ac.jp in the “Email address” field. Leaving any of these fields blank will result in an error.</p>
3-1	Name (Last name/First name)	Enter the name of the (prospective) joint research member (last name in the field on the left and first name in the field on the right).
3-2	Email address	Enter the email address of the (prospective) joint research member. * If you enter this email address incorrectly, the email containing a request for accepting participation will not be properly sent. Make sure that the email address is correctly entered.
4	NIG research representative	
4-1	Name (Last name/First name)	Enter the name of the NIG research representative (last name in the field on the left and first name in the field on the right).
4-2	Email address	Enter the email address of the NIG research representative. Click the “Submit” button to automatically have an email with the subject line “Request for accepting participation in NIG-JOINT” (for admitted faculty consent) sent to the NIG representative.
5	Expenses	
5-1	Breakdown	Select the breakdown of your expenses (travel expenses, research expenses).
5-2	Details	Enter the details of your expenses.
5-3	Unit price	Enter the unit cost of your expenses.
5-4	Quantity (Number of visits)	Enter the quantity for research expenses or the number of visits for travel expenses.
5-5	Subtotal	The subtotal is automatically calculated and displayed according to the unit cost and quantity (number of visits) as entered.
5-6	Remarks/Name of visitor (If	Enter a comment relating to the expense. For travel expenses,

	travel expense)	enter the name of the visitor.
5-7	Total * NIG-JOINT(B) only	The total for each breakdown (research expenses and travel expenses) is automatically calculated and displayed.
5-8	Total amount (expected required amount)	The total amount is automatically calculated and displayed according to the expenses as entered. (Note) Do not manually change the amount. Failure to comply may cause an error to occur.
5-9	Expenses for NIG-JOINT(A) * NIG-JOINT(B), (I) only	If “Yes” has been checked in the “Request for re-examination as NIG-JOINT(A)” field, enter the application amount for NIG-JOINT(A).
5-10	Acceptance of other major research funds	Specify whether any other aid or assistance has been provided for research relating to the proposal for which you are submitting an application.
5-11	Funding system and research fund	Enter if “Yes”.
5-12	Research subject (research period)	Enter if “Yes”.
5-13	Amount of other funds accepted	Enter if “Yes”.

① Save temporarily

You can temporarily save the information that you have entered on the proposal application page. You will need to enter a “Research theme” when you temporarily save this information. In addition, you can only save one proposal of the same type of research. Note that no proposal can be accepted while it is temporarily saved.

② Submit

Submit your application for a proposal once it has been completed. No changes to your application can be made once it has been submitted, unless it has been sent back.

When updating a proposal that you have temporarily saved, click the name of the proposal from the “List of your proposals” on your home page. Bring up the “Update application” screen to update and submit your application. An application cannot be revised once it has been submitted.

[Update Application]

Update Application

① Temporarily saved download Application information ② Submit Back ③ Issue Delete

Application subject contents

FY

Research type

*Name of research meeting (In Japanese)

*Name of research meeting (In English)

※If there is only English title, please fill in the same title in 'Name of research meeting (In Japanese)' column as well.

*Preferred date of research meeting Year Month ~ Year Month

*Details of research meeting

* After the “Submit” button is clicked, an email with the subject line “Request for accepting participation in NIG-JOINT” will be automatically sent by JROIS to persons entered as joint research members involved in the proposal for which you are submitting an application. By clicking the URL included in this email as sent by JROIS, a joint research member will consent to his or her participation in the proposal for which you are submitting an application. Whether or not a joint research member notified by email has given his or her consent can be confirmed by the applicant by displaying the proposal details. (The box indicating “Participation approved” for a member who has given his or her consent will be checked.)

[Example for an email with the subject line “Request for accepting participation in NIG-JOINT”]

Dear Mr./Ms. *****,

This is National Institute of Genetics JROIS (Joint-Research On-line Integrated System).

This email is sent to those who have not accept to participate in NIG-JOINT.

You are registered as a joint research member/joint research meeting member of NIG-JOINT whose research theme is “ ***** “.

Representative (Applicant) : *****

If you are to accept becoming the joint research member/joint research meeting member, please click the URL below.

(The acceptance will be completed after clicking the URL and seeing a message saying”参加研究者情報の更新が完了しました”).

<https://jrois.rois.ac.jp/rois-dev/Rois/public/NIG>...

If you have any questions, please email to the address below.

Thank you for your cooperation.

If a (prospective) joint research member has not yet registered his or her user information with JROIS, you are asked to notify us of this fact before an email notification is made since an email with the subject line "Request for creating JROIS account" will be sent at the same time.

[Example for an email with the subject line "Request for creating JROIS account"]

Dear Mr./Ms. *****,

This is National Institute of Genetics JROIS (Joint-Research On-line Integrated System).

This email is sent to those who have not registered with JROIS.

You are registered as a joint research member/joint research meeting member of NIG-JOINT whose research theme is " ***** ".

(Representative : *****)

User registration to JROIS is mandatory for joint research members and joint research meeting members. In line with this, please create JROIS Account from the URL below.

<https://jrois.rois.ac.jp/rois-dev/Rois/public/NIG>...

In addition, JROIS will send an email "Request for Accepting Participation in NIG-JOINT" separately, so please be sure to accept becoming the joint research member/joint research meeting member from the email.

Notice: Please carry out user registration from the URL mentioned in this email. If you register from the top page of the system, the data will not correctly reflected.

If you have any questions, please email to the address below.

Thank you for your cooperation.

③ Issue Delete

A proposal can be deleted until you submit an application. A proposal can still be deleted even if the application has been submitted and the application has been sent back by the NIG office.

Once an application is accepted, an email with the subject line "Receiving application for NIG-JOINT" is sent by JROIS to the representative. Log in to JROIS and verify that the request status for your application under "List of your proposals" on the home page shows "Accepted".

5-2. Confirmation of application information

Proposals for which a logged in user has been registered as a research representative or joint research member are displayed in a list. This list also includes temporarily saved proposals.

[List of your proposals]

The screenshot displays the 'Joint-Research On-line Integrated System' interface. On the left is a navigation menu with options like 'user information', 'Password change', 'Jury committee menu', and 'Review related'. The main content area includes a 'Notice' section, a 'List of Collaboration program' table, and a 'List of your proposals' table. The 'List of your proposals' table is highlighted with a red border and contains the following data:

Fiscal Year	Reception number Reference number	Research type Field
2020		共同研究 (A) / NIG-JOINT (A)
		bbbbbb
2020		研究会 / Joint Research Meeting
		test0916
2020	2020-通信研 (NIG)-共同研究 (A) / NIG-JOINT (A)-00014	共同研究 (A) / NIG-JOINT (A)
		テスト0916
	2020-通信研	

Click in the vicinity of the “Fiscal year” or “Research type” field in the “List of your proposals” to check details or the request status pertaining to a proposal as follows.

List of your proposals		
2020	2020-遠征研 (NIG)-共同研究 (B) / NIG- JOINT (B)-00013	共同研究 (B) / NIG-JOINT (B)
		Test(B)0714
Offer name 2020年度国立遺伝学研究所共同研究・研究会公募 Application for 2020 NIG - JOINT		
Research leader	[Redacted]	
Budget Executive Officer	[Redacted]	
Application amount (thousand yen)	160	
Request status	提出	
Adoption status		
▶ Show all		

[Application information details]

Click the name of the proposal for which you have submitted an application from the “List of your proposals” to bring up the “Application information details” screen.

Application information details

[download Application information](#)

Application subject contents

FY

New project or continuing project If continuing project, the first FY of the research Year

Reference number Reception number

Research type

Research Theme (In Japanese)

Research Theme (In English)
※If there is only English title, please fill in the same title in 'Research Theme (In Japanese)' column as well.

Purpose of joint research

Expected research results

Research plan and method

Necessity of joint research

Upload the images (If you want to use the image to explain the research purpose, plan, method, etc.)

You can check application information on the “Application information details” screen for the proposal for which you have submitted an application.

By clicking the “Download application information” button, a PDF copy of the application form can be downloaded.

If a joint research member/research meeting member has already registered his or her user information with JROIS, his or her affiliation and post will be reflected in the PDF copy of the application form. If only a name is stated on the application form, it means that the member’s user information has not yet been registered with JROIS. In this case, arrangements should be made to ensure that the member is properly registered.

Click the name of any proposal that has been temporarily saved to bring up the “Update application” screen. Fill out all required matters and submit the application by clicking the “Submit” button.

5-3. Resubmit of application

If a proposal for which an application has been received by the NIG office is sent back because it needs to be corrected, an email with the subject line “Cancelling submission of application for NIG-JOINT” will be sent by JROIS. At the same time, the NIG office will also send a separate message by email regarding the parts of the application to be corrected. The corrected application should then be resubmitted.

5-4. Change of Research members after adoption (additional and removal)

If the research organization were to change or a research meeting member were to register subsequent to adoption, the proposal representative should submit an application for change from the “Change of collaborators/participants” screen.

Application information details Click

[Display progress report](#) [Change of collaborators/participants](#) [download Application information](#)

Application subject contents

FY

Reference number Reception number

Research type

Name of research meeting (In Japanese)

Name of research meeting (In English)

※If there is only English title, please fill in the same title in 'Name of research meeting (In Japanese)' column as well.

Preferred date of research meeting

Details of research meeting

Upload the images (If you want to use the image to explain the research purpose, plan, method, etc.)

Joint Research Meeting Members (planned)

※Fill the planned participant's Name, Organization, Department and Position.

※Representatives are required to register confirmed participants from the "Change of Collaborators/Participants" screen after adoption.

【研究会参加予定者】			
・ 遺伝太郎	東京大学	医学系研究科	教授
・ 遺伝咲子	大阪大学	理学部	助教
・ 山田太郎	京都大学	医学部	教授
・ 山田花子	九州大学	理学研究科	助教

[Change of Collaborators/Participants]

This page allows you to add or delete a joint researcher. In the case of a joint research meeting, a participant should be registered from this page upon his or her finalization subsequent to adoption.

Change of collaborators/participants

To add collaborators, enter the Name, mail address and Reason for change, and press "Add", which will be reflected in the "Application status list and press "Update" after confirming.
To delete collaborators, please check the box in the Delete column, enter the Reason for change and press "Update".

課題番号 NIG-JOINT12R2020

<<collaborators added>>

Name (Last name)	Name (First name)	mail address	Reason for change
<input type="text"/>	<input type="text"/>	<input type="text"/>	変更理由 <input type="text"/>

Add **Clear**

<<List of collaborators>>

No.	Name	mail address	Participation approved	Delete	Reason for change
1	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
2	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
3	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

<<Application status list>>

No.	Name	mail address	Participation approved	Add/Delete	status	Reason for change
1	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	追加	承認	参加決定したため
2	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	追加	承認	参加が確定したため。
3	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	追加	承認	参加が確定したため。
4	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	削除	承認	参加をとりやめたため。
5	[Redacted]	[Redacted]	<input type="checkbox"/>	追加	申請中	Add
6	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	追加	承認	Add
7	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	削除	承認	削除
8	[Redacted]	[Redacted]	<input checked="" type="checkbox"/>	削除	申請中	削除

Update **Back**

① Enter the additional member's name, email address and the reason for addition, then click the "Add" button.

Check the Delete box to the member you wish to remove and click "Update" button.

② Make sure that the information of the additional member is reflected and click "Update" button

* An email with the subject line "Request for accepting participation in NIG-JOINT" will be automatically sent from JROIS to added collaborators/participants. An individual whose registration has been added shall click the URL included in this email to consent to his or her participation in the proposal. If an added collaborator or participant has not yet registered his or her user information with JROIS, an email with the subject line "Request for creating a JROIS account" will be sent to him or her.

5-5. Progress Report

A progress report should be submitted by JROIS by the last day of April in the following fiscal year for joint research and within thirty days of the end of a joint research meeting.

[Home Page]

Application information details

Submission of progress report Change of collaborators/participants download Application information

Application subject contents

FY 2020 Year

New project or continuing project New If continuing project, the first FY of the research Year

Reference number NIG-JOINT27A2020 Reception number 2020-遺伝研(NIG)-国際共同研究 / NIG-JOINT (I)-00011

Research type 国際共同研究 / NIG-JOINT (I)

[Submission of Progress report]

Enter the required matters through the following page and submit.

Progress report confirmation

Temporarily saved Submission Back

*Is a required field.

Basic report

Reporting date

Research type 国際共同研究 / NIG-JOINT (I)

Assignment number NIG-JOINT4I2020

Title of Joint Research test(I)3 20191002

*What was achieved by this Joint Research (about 1000 characters)

Publications in academic journals or other literature in this Joint Research.

Number of days you visited NIG or stayed in NIG

① Temporarily saved

Entered information can be temporarily saved. To edit a temporarily saved report, click the “Display progress report” button on the “Application information details” screen to bring up the “Progress report display” screen.

Click the “Edit” button at the top of the screen to bring up the “Progress report confirmation” screen, where you can then edit the contents of your report.

[Progress report display screen]

Progress report display screen

Edit **Back**

Basic report

Reporting date

Research type

Assignment number

Research subject name

Period of Research Meeting

Number of participants Name

Summary of the Research Meeting

Presentation to academic journals etc (enter when the results obtained in joint research are presented)
* Please attached the Research Meeting Program etc..., if you have.

Visiting days

No.	Researcher name	Organization name	Title	Visiting days
1			教授	0
2			事務	0
3			教授	0
4			教授	0
5			研究員	0

Status in Budget Spending

No.	Cost item	Allocation amount	Execution amount
1	Travel expenses/旅費	10,000	
		total	

Comments if any

Edit **Back**

Click the “Edit” button to bring up the “Progress report confirmation” screen, where you can then edit the contents of your report.

Joint researchers who have been registered are automatically displayed.

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② Submission

After entering the required matters, click the “Submission” button to submit.