※The report topic list starts on page 2.

Watch Out!

Are you accidentally committing **plagiarism in your report?**

The following are examples of plagiarism:

- Viewing your friend/senior's report, rewriting the content, and using it
- Copying information from a website or book without proper citation
- Giving your friend a copy of a report you wrote in the past

Plagiarism has severe consequences.

Plagiarism is academic misconduct that violates the learning agreement. Reflect carefully before writing or submitting your report to make sure you do not plagiarize.

※Please check our Writing Manual for information on how to cite properly.

レポート提出マニュアルが2ページ目以降に続きます。必ず確認してください
Be sure to read the Final Report Submission Manual.

Final Reports Quarter2,Fall Semester AY 2020／2020年度秋セメスター　2Q期末レポート科目一覧

Report Submission Period: Mon. February 1 10:00:00～Wed. February 3 16:30:00

レポート提出期間: 2/1（月）10:00:00～2/3（水）16:30:00

学部生　Undergraduate Students

曜日	時限	曜日	時限	科目名	担当教員	DAY	Period	DAY	Period	Subject Name	Instructor
火	1	金	1	Online)文学と近代化EA/Online)人文学と近代EA 論題：授業中に発表	ASKEW 里枝	Tue	1	Fri	1	Online)Literature and ModernityEA/ Online)The Humanities and ModernityEA Report Topic: Will be announced in class	ASKEW Rie
火	4	火	5	Online)人的資源管理論JB/ Online)人材マネジメント（上級）JB 論題：授業中に発表	福谷 正信	Tue	4	Tue	5	Online)Human Resource ManagementJB/ Online)Advanced Human Resource ManagementJB Report Topic: Will be announced in class	FUKUTANI Masanobu
金	2			対面)開発学入門E2/Online)開発学入門EB 論題：授業中に発表	GOMEZ Oscar A.	Fri	2			On-campus)Introduction to Development StudiesE2/ Online)Introduction to Development StudiesEB Report Topic: Will be announced in class	GOMEZ Oscar A.
木	2			対面)開発政策J1/Online)開発政策JA 論題：授業中に発表	GOMEZ Oscar A.	Thu	2			On-campus)Development PolicyJ1/ Online)Development PolicyJA Report Topic: Will be announced in class	GOMEZ Oscar A.
月	3	木	3	対面)地域研究J1/Online)地域研究JA 論題：授業中に発表	金 賛會	Mon	3	Thu	3	On-campus)Area StudiesJ1/ Online)Area StudiesJA Report Topic: Will be announced in class	KIM Chan Hoe
金	1			Online)EコマースJA 論題：ここをクリック	新藤 哲雄	Fri	1			Online)E-CommerceJA Report Topic: Click Here	SHINDO Tetsuo
金	2			Online)EコマースJB 論題：ここをクリック	新藤 哲雄	Fri	2			Online)E-CommerceJB Report Topic: Click Here	SHINDO Tetsuo

Submit to: the Academic Office’s designated folder on manaba

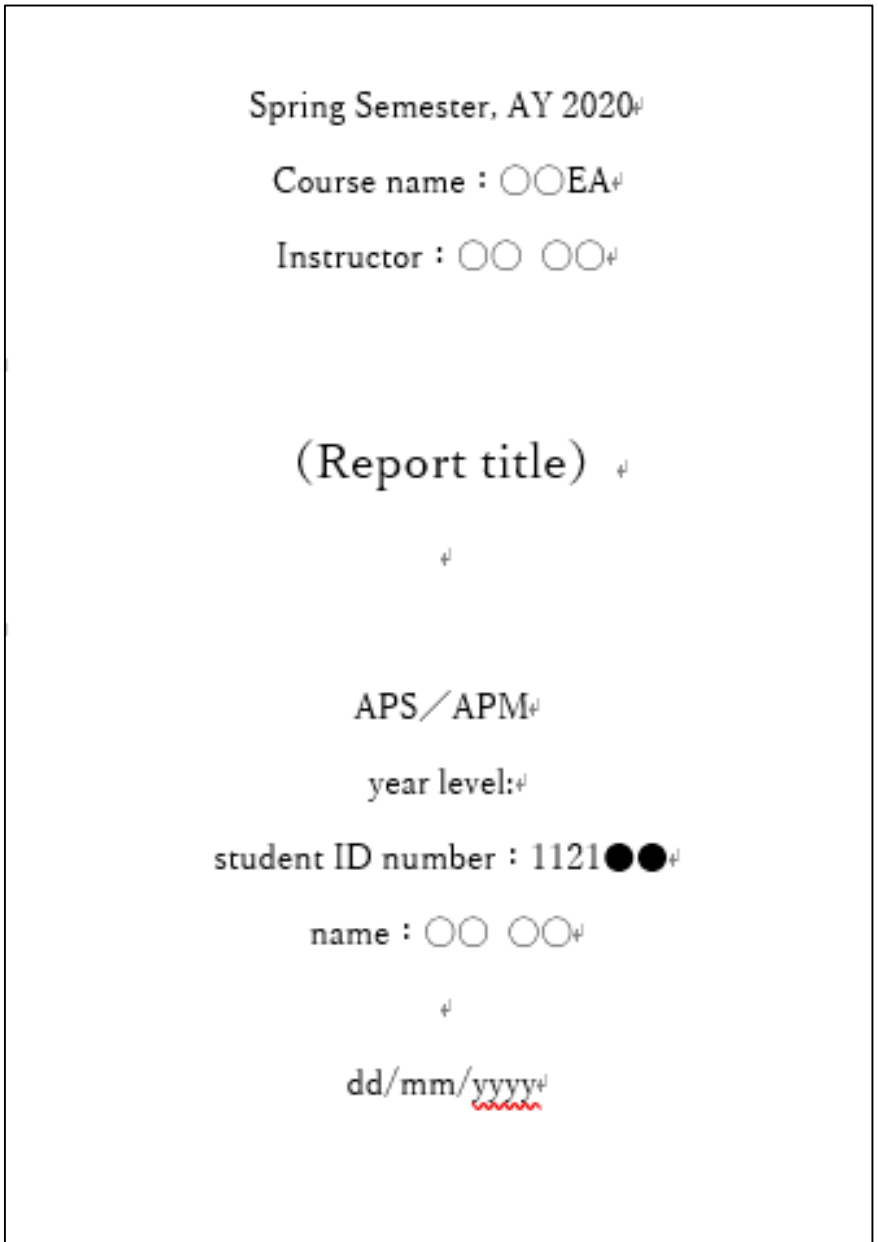
提出先: manaba (アカデミック・オフィス指定フォルダ)

Final Report Submission Manual

Please read this manual carefully and follow the instructions to submit your final report.

[IMPORTANT] If you do not submit your report correctly it may not be accepted for grading.

1. BEFORE SUBMITTING YOUR REPORT


Spring Semester, AY 2020

Course name：○○EA

Instructor：○○ ○○

(Report title)

APS／APM

year level:

student ID number：1121●●

name：○○ ○○

dd/mm/yyyy

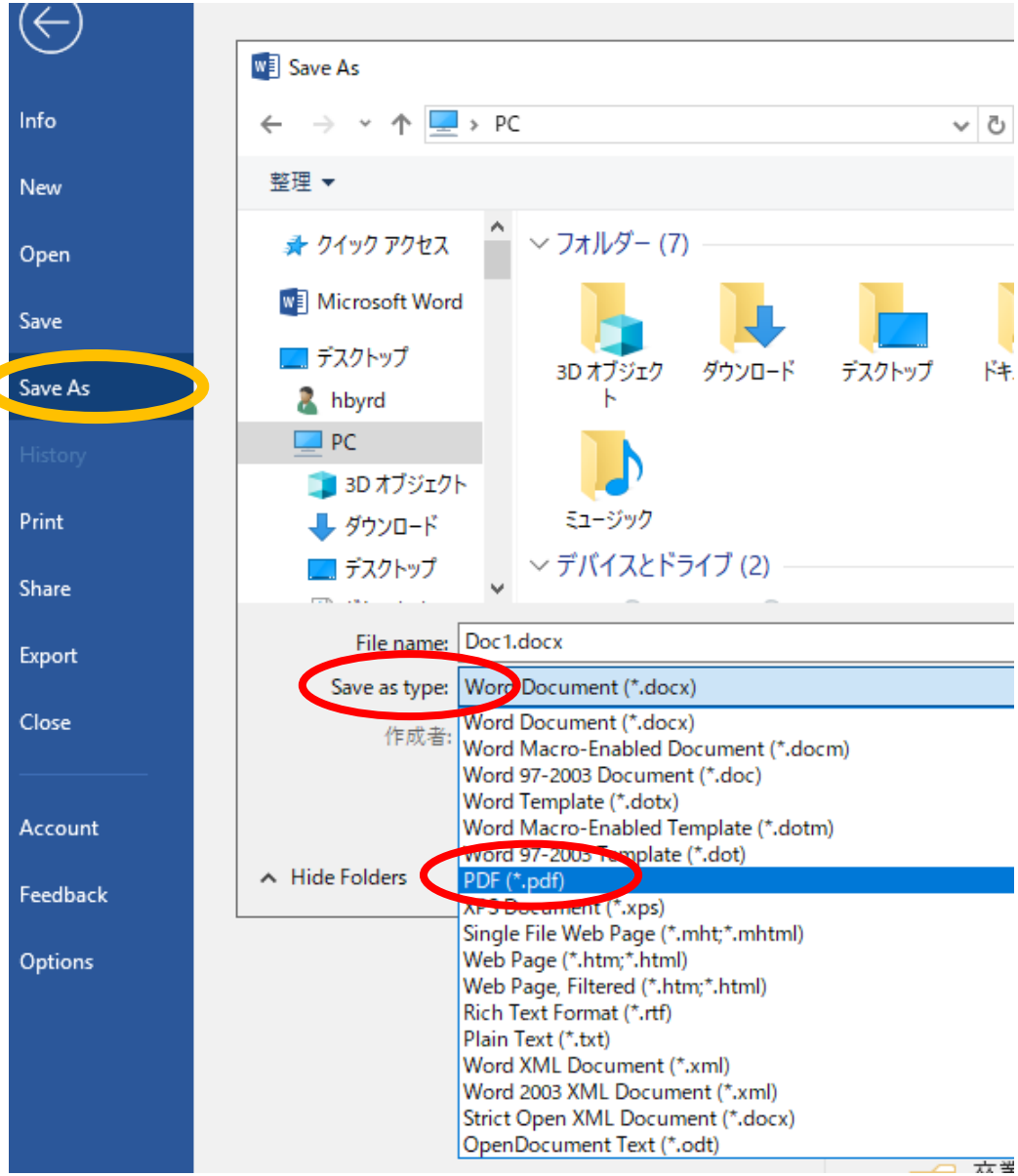
- Your report must include a cover page. (Refer to the picture on the left and make it the first page of your report)

- Your report file name must be: [Student ID No._Name_Course]

Ex:
12419999_ASIA Hana_Introduction to APSEA

- [NOTE] If your cover page or file name are incorrect then your report may not be accepted for grading.

1. BEFORE SUBMITTING YOUR REPORT



- Your report must be in PDF format.

(How to Convert)

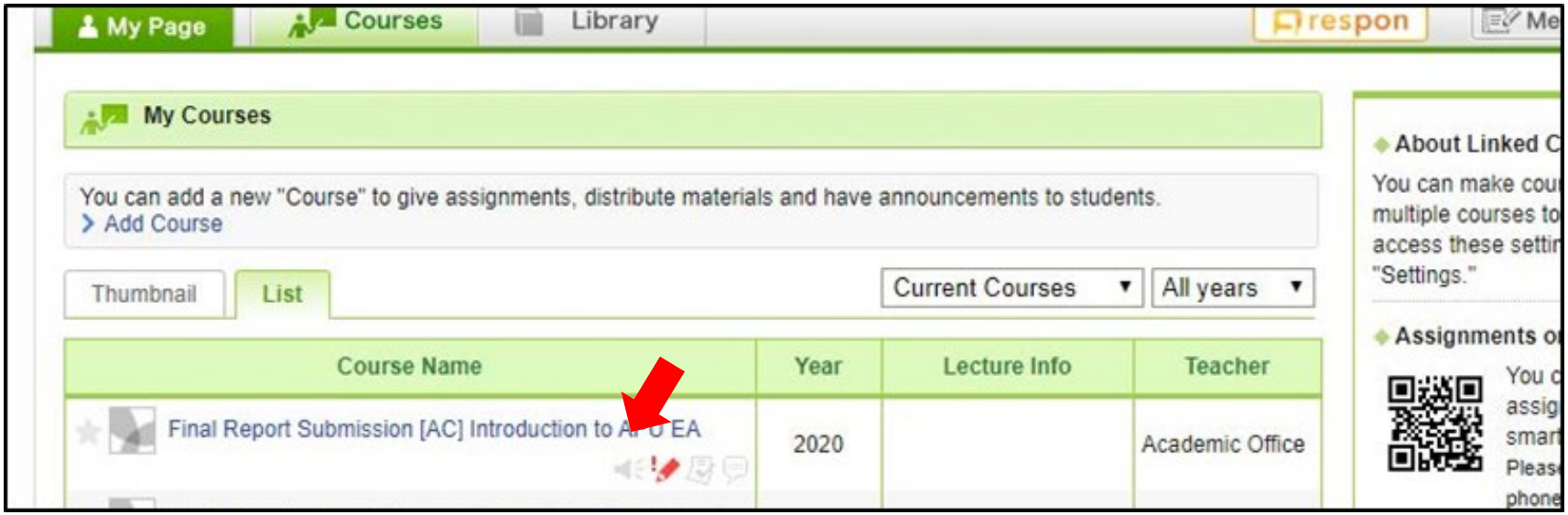
- In Word:
  [Save As] → [File Type]→ [Save as PDF]

- If you do not save as PDF then your font or layout may change. You must save as PDF.

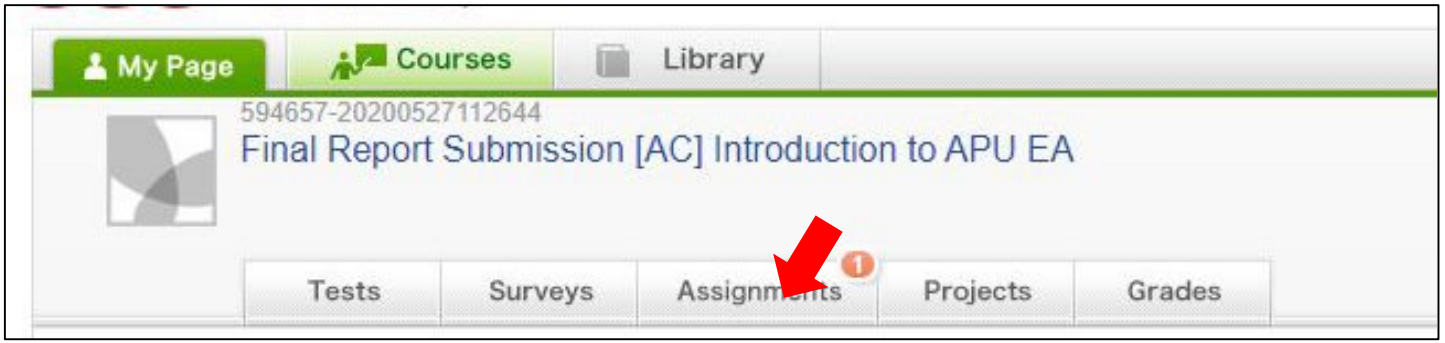
- Please make sure your file is not corrupted before submitting.

2. HOW TO SUBMIT YOUR REPORT VIA MANABA

1. Log in to manaba and go to your Course Page. Click on the report submission course for your class.

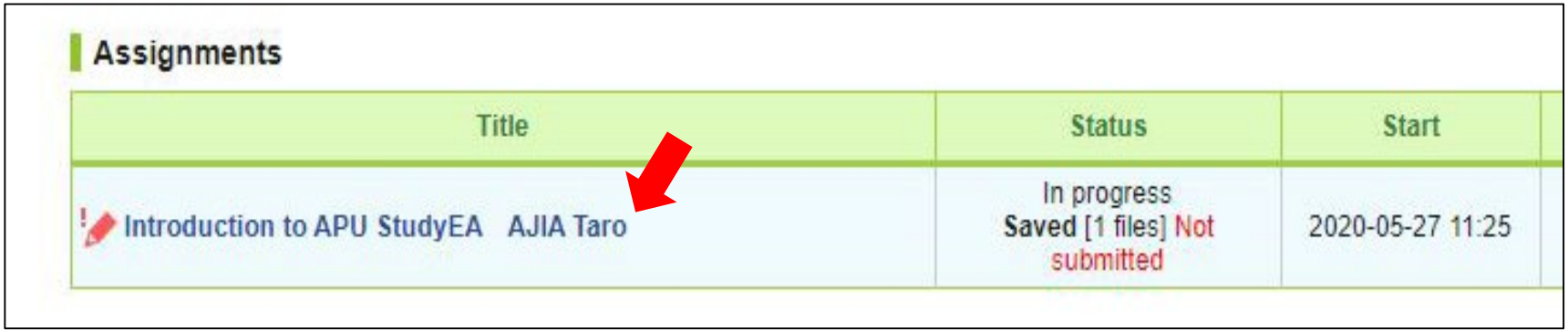


2. Click “Assignments”

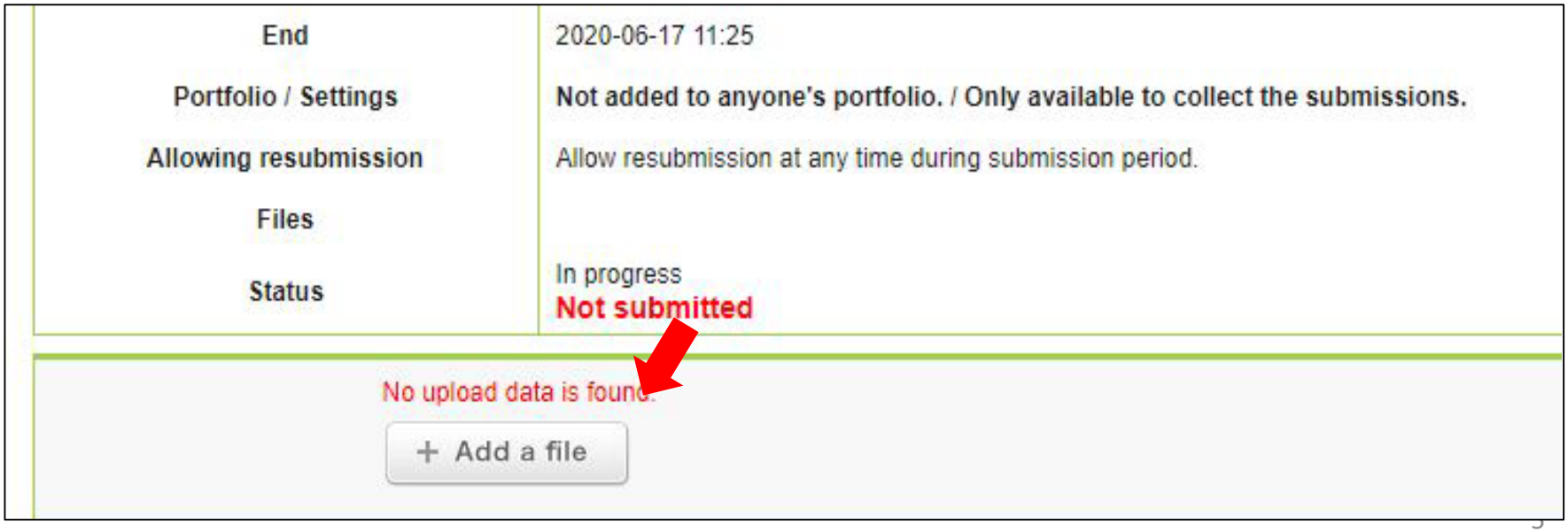


2. HOW TO SUBMIT YOUR REPORT VIA MANABA

3. Click the title of the assignment labeled with your course name and instructor.



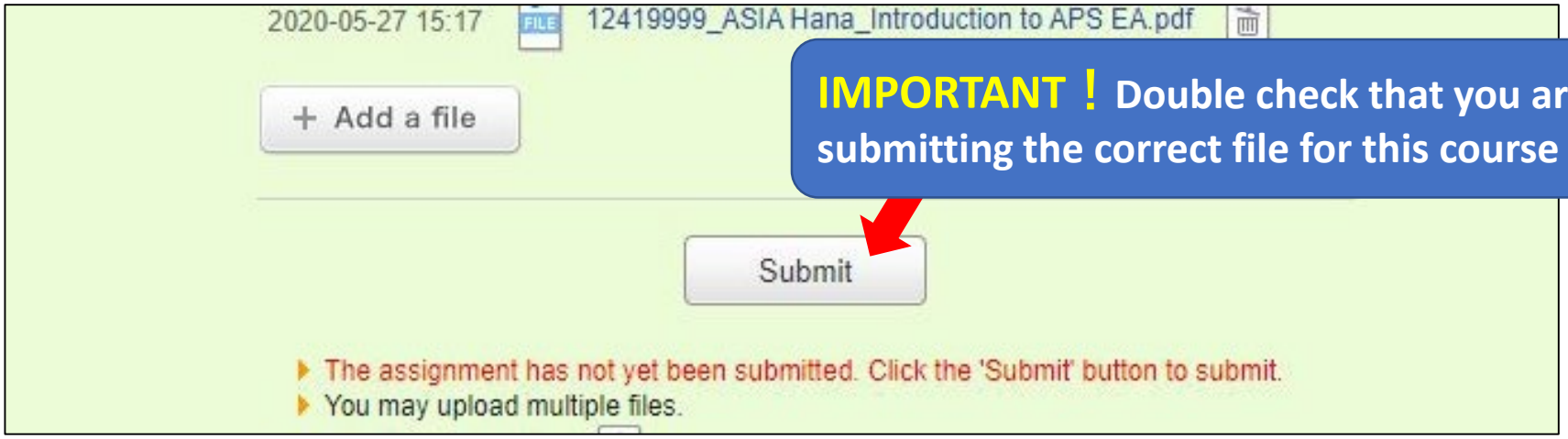
4. Click “Add File” at the bottom of the page to upload your file.



2. HOW TO SUBMIT YOUR REPORT VIA MANABA

5. Select the PDF file of your report. Double click the file, or click “Open” to upload it, then double-check that you have selected the correct file

6. Click “Submit” to submit your report



3. IMPORTANT NOTES

- We recommend you take a screenshot or photograph of your submission screen as proof of submission.

- Please make sure to submit your report before the deadline. Reports submitted after the deadline will not be accepted.

- We cannot accept corrupted files or files that have not been submitted correctly. Please submit reports carefully.

- We cannot accept reports submitted via any other method (sent as email attachments, submitted in-person at the Academic Office, submitted in Building H).

Academic Office Exam/Grading Team
examteam@apu.ac.jp