

Research Progress/Results Presentation Flowchart

	Presenter (Student)	Academic Supervisor	Department Chair	Student Affairs Section
Research Progress Presentation (First year and second year)	Gives a research progress/results presentation according to the schedule notified by each department.	Coordinates the dates and times of the research progress/results presentations with the department chair, and informs each student accordingly.	Coordinates the dates and times of the research progress/results presentations with the academic supervisors, and notifies each student of the adjusted schedule (posts the adjusted schedule). * 1	Requests the department chairs to hold research progress/results presentations at each department.
Research Results Presentation (Final year)		Submits a Research Progress/Results Report in document file format to the department chair.	Collects the Research Progress/Results Reports submitted by the academic supervisors of the presenters.	
Within one week after the research progress presentations of each department			Cross-checks the Research Progress Reports submitted by the academic supervisors of the presenters with the student list provided by the Student Affairs Section, in order to confirm that there are no missing reports, and then submits the Research Progress/Results Reports to the Student Affairs Section.	
After research progress report submission	Checks the result of the presentation on “View Class Grades” webpage of Academic Affairs Information System (URIBO-Net).			Registers the results on the Academic Affairs information System (URIBO-Net) based on the Research Progress/Results Reports submitted by the department chairs.

* 1 Teaching staff and students of all divisions are informed when the adjusted schedule is posted.