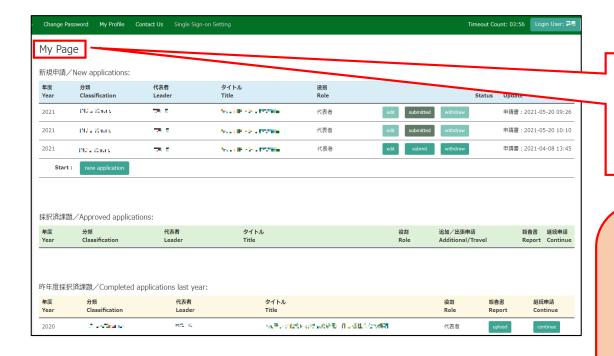
# How to upload your research reports via NOUS



Please log into NOUS and go to your My Page.

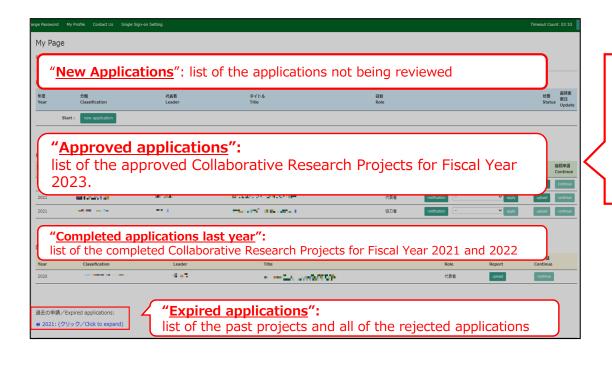


Please log into NOUS from here.

( <a href="https://nous.nins.jp/user/signin">https://nous.nins.jp/user/signin</a> )

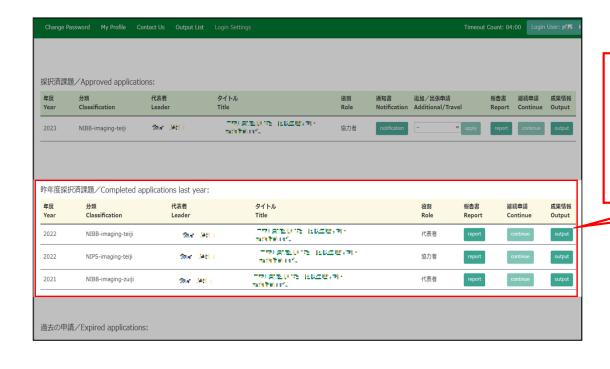
The guideline in English to log into NOUS is given below.

(https://www.excells.orion.ac.jp/wp/wp-content/uploads/2021/12/NOUS Login.pdf)



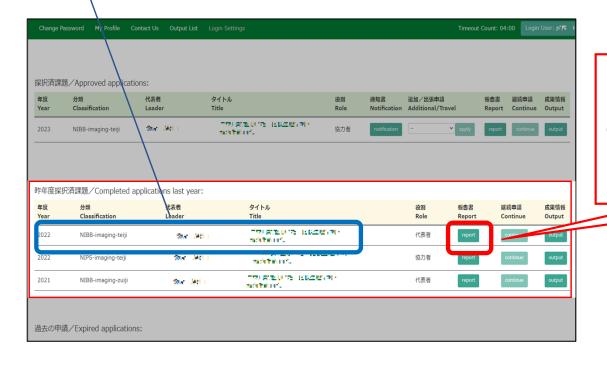
There are four contents in My Page:

- New applications
- Approved applications
- Completed applications last year
- Expired applications

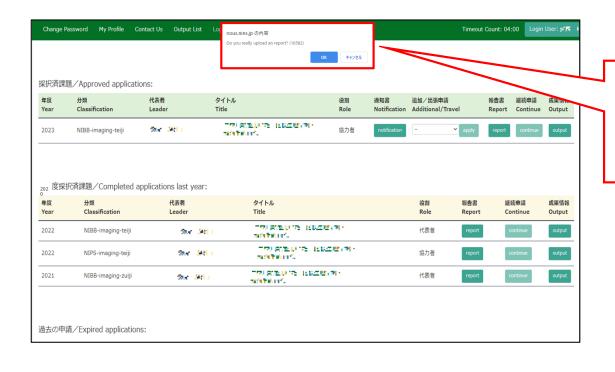


Your Collaborative Research Projects conducted in Fiscal Year 2022 will be listed in [Completed applications last year].

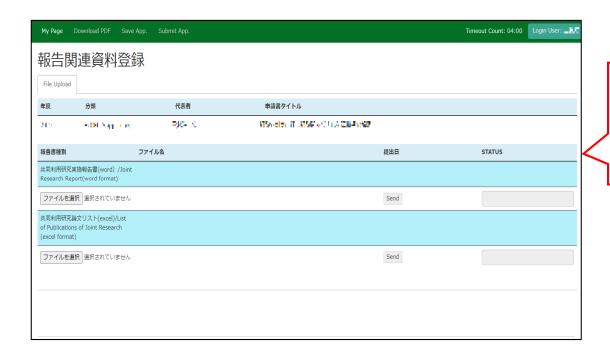
### Approved project of FY2022 Collaborative Research Project



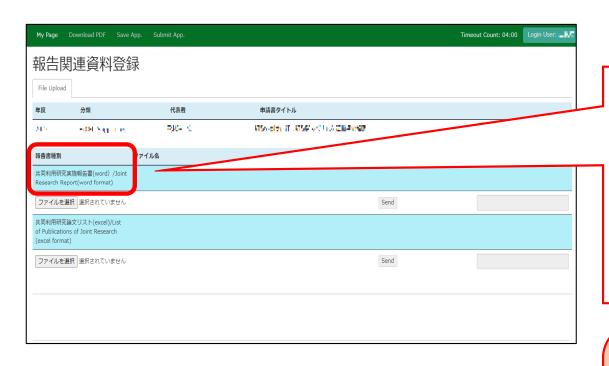
Click on the button "report".



Please click [OK] to confirm.



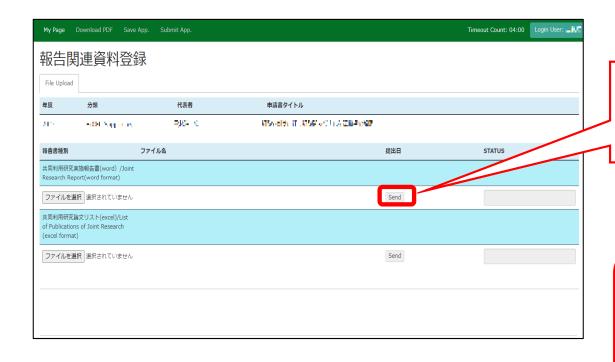
Please confirm that you have switched to the report upload screen.



Select the line "Joint Research Report" and upload the report you have prepared using the prescribed format from "Select File". (\*)



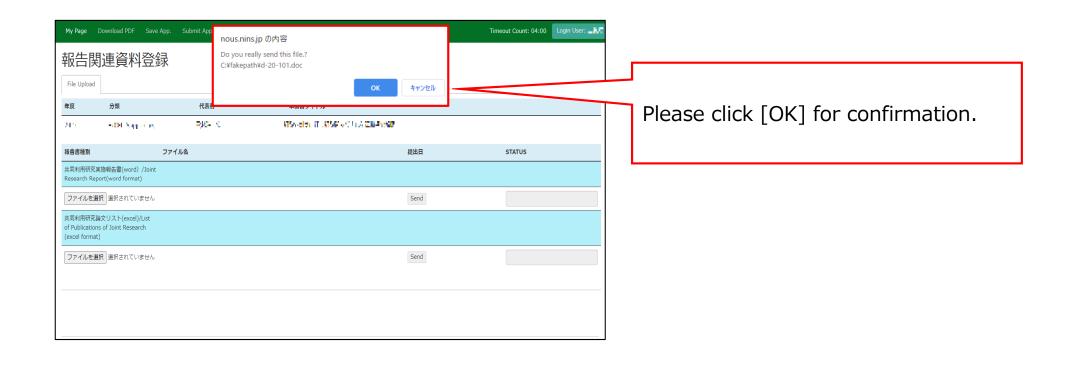
(\*) Click here for downloading the forms. https://www.excells.orion.ac.jp/wp/wp-content/uploads/2023/04/2022 ExCELLSreport EN.docx

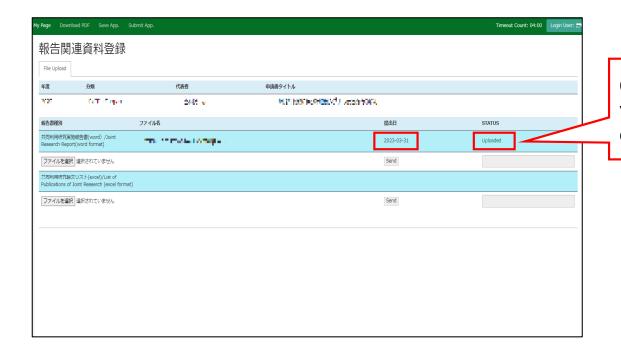


After selecting a report, click [Send] to the right of "Select File.



Reports can be uploaded as many times as you like within the deadline.





Check that the date of submission is visible and the report's STATUS has changed to "Uploaded"

[NOUS] - 共同利用研究実施報告書(word) /Joint Research Report(word format) Submitted/R2022-9961 (外部) D 受信トレイ×

15:39 (0 分前) 🛕



#### no-reply@nous.nins.jp

To 自分, excells-submit ▼



共同研究に報告書をご提出いただきありがとうございます。

オンラインWeb提出を受け付けました。受付番号は R2022-9961 です。

報告書を受けつけた課題は、以下のとおりです。

-年 度: 2022

-分類: ExCELLS-ippan-zuiji

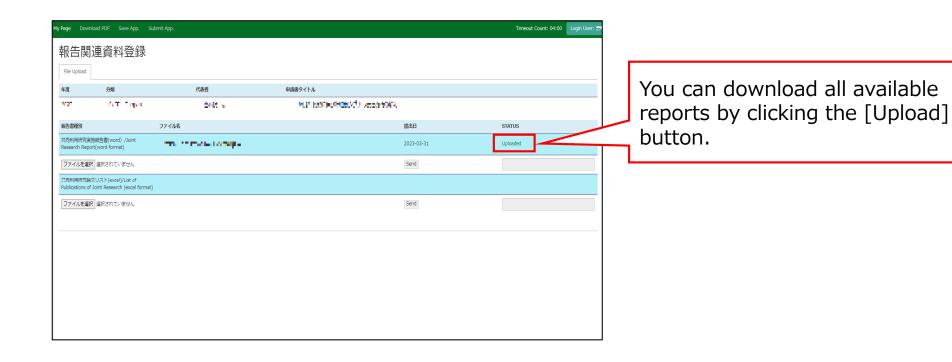
-課題名: test:2022-般共同研究 (随時)

-報告書種別: 共同利用研究実施報告書(word) /Joint Research Report(word format)

なお、報告締切日までは何度でも自由に差し替え可能ですが、 締切期限を過ぎますと差し替え、取り下げができなくなります。

NOUS: https://nous.nins.jp/

A confirmation email will be sent to you once the submission has been completed.



The process of uploading your research report via NOUS is completed.

## Inquiry

If you have any questions about NOUS, please do not hesitate to contact to us. Alternatively, please contact your host laboratory first.

#### **Address**

Joint Research Section, International Relations and Research Cooperation Division, Okazaki Administration Center, National Institutes of National Sciences(NINS) 38 Nishigonaka Myodaiji, Okazaki, Aichi, 444-8585

MAIL r7133@orion.ac.jp