Attendance to Research Ethics Training and Submission of Completion Report (Guidance)

Since AY 2015, Ritsumeikan University (hereinafter "the University") obligates faculty and staff members who apply for or receive public research funds to read carefully *For the Sound Development of Science -The Attitude of a Conscientious Scientist-* issued by Japan Society for the Promotion of Science (hereinafter, "the textbook"), take comprehension check tests, and submit the report.

In light of the achievement results, since AY 2021, in accordance with MEXT's Guidelines for Responding to Misconduct in Research, we decided to offer regular training of every five years to faculty and staff members engaging in research activities at the University by using eL CoRE (hereinafter, "e-Learning"), an e-Learning system created by Japan Society for the Promotion of Science following the textbook (Committee on Research Administration, March 26, 2021).

Therefore, we would like to request you to kindly attend the e-Learning and submit the Completion Report by March 31 to the President, following the steps written below. This applies to all the faculty and staff members engaging in research activities including those who read the textbook carefully and submitted the report or those who attended the e-Learning and submitted the Completion Report in AY 2020 (ending by the end of March 2021) or before.

However, as a transition measure, following the previous system, it is not required for those who have read the textbook carefully and submitted the report from April 1 to June 10, 2021 to attend the e-Learning and submit Completion Report.

1. Attendance Procedures
    Please attend the e-Learning. The e-Learning offers check tests for each chapter, so please take them, too. After attending all the chapters, please output the Completion Report from the system. Completing up to here, please submit the Completion Report to the President using SmartDB.

    ■e-Learning   https://elcore.jsps.go.jp/top.aspx
        ① The time required is announced as 90 minutes (Japan Society for the Promotion of Science). Normally, it takes less than 60 minutes to reach the point where a "Completion Report" is created.
        ② Please refer to the manual how to operate the system. https://elcore.jsps.go.jp/manual/manual.pdf
           (Please create a new account if you do not have user ID. Select the course "for researchers". Please note that it is recommended to use e-Learning on PC, and cannot watch via smartphone. For details, please refer to "recommended environment" in the manual.)
        ③ Please be informed that, if a person who attended e-Learning in AY 2020 (ending by the end of March, 2021) attends e-Learning again, they need to register new user ID to attend the training.

    ■SmratDB
        https://sdb.ritsumei.ac.jp/hibiki/BRDDocument.do?func=insert&binderId=10274

2. Submission Deadline
    March 31, 2022

        ※ If any questions, please contact Office of Effective Research Environment Management (b-rinri@st.ritsumei.ac.jp, 515-7085).