**Art Research Center –**

**International Joint Digital Archiving Center for Japanese Art and Culture (ARC-iJAC), Ritsumeikan University**

**Application Form** **for FY 2022 International Joint Research to Utilize the Center’s Database System**

Please submit this application form if you wish to use the database system operated by the Art Research Center to publish/make available your owned materials for research purposes or to log in to the database system to use database tools. For details, [please refer to our website for more information.](https://www.arc.ritsumei.ac.jp/e/application/index.html#database)

Application Date (mm/dd/year): / /

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| --- | --- | --- | --- |
| 1. Research Leader | | | |
| Name | | Organization and title | |
|  | |  | |
| 2. Contact | | | | |
| Address: | | | | |
| Phone: | | | | |
| e-mail: | | | | |
| 3. Type of Application | | | |
| [Type I] Publishing of databases and research utilization of owned data  This type is for those who wish to register their owned materials in our database to publish/make them available for research purposes.  　[Type II] Access to the ARC’s database system for research/education purposes  　　　 This type is for those who wish to use the digital tools in the database system with their own log-in ID for research/education purposes. | | | |
| 4. Please list the database system users who share the ID/password (Total: persons)  \*If you are using the database system in a workshop or a research group, please list all the members who will share the ID/password.  \*You can add more lines below or attach a separate sheet, if necessary. | | | |
| Name | Organization and title | | e-mail | |
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| [For type I only] Please describe the content of the materials you wish to make into a database and specify the collection name, if any. | | | |
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| 6.　[For type II only] Please provide the name and URL of the database you wish to use from the list of databases on  our website (https://www.arc.ritsumei.ac.jp/e/database/index.html), and briefly describe the purpose of use.  Note: We may use this section for the Center’s PR. | | | |
|  | | | |
| ※Please check the box below after reading and confirming the following statements. | | | |
| 1. Please comply with the “[Rules on Database System and Cloud Storage Usage](https://www.arc.ritsumei.ac.jp/lib/app/newarc/arc-ijac_database_cloud_rules_e.pdf)” (available on the ARC website), when you use the Database System of the Art Research Center, Ritsumeikan University.  2.　Your application will be automatically renewed for the next fiscal year. Please notify us in writing at least one month in advance if you wish to terminate your use of the Database System.  　I agree with the above statements. | | | |
| 7. Dissemination of your research outcomes. (Please describe how and when you plan to use the databases your plans to make the member-only databases available to the public, your plans of publications and academic conferences, etc.) | | | | |
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(You can add more space for items, if necessary.)

※事務局記入欄

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| 受付番号 | 受付日 | 担当 | 採否 | 備考 |
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■ Please check the box below, if applicable.

　I wish to have my own entrance URL for registering materials/data.

(Name of your database: database)

　I wish to limit the database users to those in my research group.

(I am willing to make the database publicly available in the future 　)

　I wish to upload the materials/electronic files by myself/group members to register data.

(I will apply for using ARC Cloud Storage.)

　I wish to have an edit-permission in the individual database system to edit the meta data.

■ Please check the format of your materials.

Data format / Form of the material

Paper Based 　（　Book style　　Sheet (picture, photo, map, etc)

1. Image file (RAW TIFF ☐JPG Other ( )
2. Text file 　　(Plain Text ☐MS Word/Excel ☐Other ( )
3. 3D Data　 （File Format: ）
4. Movie (Audio Visual) （　Movie 　　Sound Recording）
5. Motion Data/ Motion Graphics (File Format: )
6. Others ( )

\*If none of 1~5 apply, please describe in 6.

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