

## Year 2015 DFW Schedule

### 1. Overall Schedule

Updated April 10, 2015

Task	Date/Period	Details
Overall Orientation	April 10 (Fri.) 14:15 – 15:15	Explanation of DFW outlines and distribution of DFW application forms.
Application Period	<b>Apr. 10 (Fri.) - 24 (Fri.) by 17:00</b>	Application form will be provided at the orientation on April 10 <sup>th</sup> . Fill in the form and put it in the mailbox of Jing Liu, Assistant Professor in charge of DFW, on the GSID 1 <sup>st</sup> floor. No fee payment is necessary at this stage.
DFW Preparatory Lecture 1	April 13 (Mon.) 8:45 – 10:15	Title: "Introduction to DFW" Lecturer: Prof. Usami and Assistant Prof. Liu, GSID Venue: Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 2	April 17 (Fri.) 8:45 - 10:15	Title: "Japan's local administration and governance" Lecturer: Prof. Usami and Assistant Prof. Liu, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 3	April 20 (Mon.) 8:45 – 10:15	Title: "Japan's Education" Lecturer: Prof. Usami and Assistant Prof. Liu, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 4	April 24 (Fri.) 8:45-10:15	Title: "Japan's Rural Areas" Lecturer: Prof. Usami and Assistant Prof. Liu, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
Announcement of Participants	May 8 (Fri.)	Selected participants will be announced on the DFW program website.
DFW Preparatory Lecture 5	May 8 (Fri.) 8:45 - 10:15	To be announced
DFW Preparatory Lecture 6	May 11 (Mon.) 8:45 - 10:15	Title: "Introduction to Odai-cho I (Fieldwork location of DFW2015)" Lecturer: Mr. Nishide, Chief of Planning Division, Odai Town Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 7	May 15 (Fri.) 8:45 - 10:15	Title: "Introduction to PCM" Lecturer: Prof. Umemura, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 8	May 18 (Mon.) 8:45 - 10:15	Title: "Introduction to Research Proposal Writing" Lecturer: Prof. Peddie, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 9	May 22 (Fri.) 8:45 - 10:15	Title: "Introduction to Survey Skills I (Interview)" Lecturer: Prof. Liu, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 10	May 25 (Mon.) 8:45 - 10:15	Title: "Introduction to Survey Skills II (Questionnaire making)" Lecturer: Prof. Usami, GSID Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Preparatory Lecture 11	May 29 (Fri.) 8:45 - 10:15	Title "Practice of Japan's Rural Development (Minamata City, Kumamoto Prefecture)" Lecturer: Prof. Sawahata (Minamata City, Airin Kan, Director) Venue: 3 <sup>rd</sup> Lecture Room (6F)
Deadline of Participation Fees Payment	May 29 (Fri.) 17:00	Please pay the participation fees to the designated bank account.
DFW Preparatory Lecture 12	June 5 (Fri.) 8:45 - 10:15	Title: "Introduction to Odai-cho II (Confirmation of problem statement for research proposal making)" Lecturer: Mr. Nishide, Chief of Planning Division, Odai Town Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW Research Proposal Making	June 8 (Mon) (8:45-10:15) June 12 (Fri) 8:45-10:15 June 15 (Mon) 8:45-10:15	Group work: making research proposal with a list of requested places and people to visit, obtain group advisor's approval.

	June 19 (Fri) 8:45-10:15 June 22 (Mon) 8:45-10:15	
DFW2015 Research Proposal Draft Presentation	June 26 (Fri.) 8:45-10:15	Commentator: Prof. Sawahara Venue: 3 <sup>rd</sup> Lecture Room (6F)
DFW2015 Pre-Survey	July 10 (Fri)	To visit Odai-cho to explain group research plan and discuss with relevant stakeholders.
DFW2015 Research Proposal Revision	July 13 (Mon) 8:45-10:15 July 17 (Fri) 8:45-10:15	Based on the pre-survey on July 10, each working group revise group research proposal by consulting with group advisor.
DFW 2015 Research Proposal Presentation	July 20 (Mon) 8:45-10:15	Venue: 3 <sup>rd</sup> Lecture Room (6F)
<b>Preparation for questionnaires and Interview questions</b>	<b>August-September</b>	
<b>Deadline for the Submission of Research Plan, questionnaires, and interview question list with Japanese translation, and list of places you group plan to visit in Japanese</b>	<b>September 30 (Wed) 17:00</b>	<b>Each group need to have approval by group advisor before submitting to Assistant Prof. LIU Jing by email liujing@gsid.nagoya-u.ac.jp</b>
<b>Field Survey Orientation</b>	<b>Oct.16, 2015 (Fri)</b>	Venue: 3 <sup>rd</sup> Lecture Room (6F)
<b>Field Survey</b>	<b>Oct. 21-23, 2015</b>	<b>Odai Town, Mie Prefecture</b>
Preparation of Thank-you Letters and Sending Them Off	Within one week after the survey	Each WG decides to whom thank-you letters will be sent. Write a draft letter and ask DFW TA for translation into Japanese. Have it approved by your group advisor. Prepare a list of addressees and bring it together with letters in sealed GSID envelopes to Assistant Prof. LIU Jing.
Presentation of the Research Findings	To be announced.	Presentation of the research findings by each WG in Odai town.
Deadline for the First Draft of Group Report <Submit to the Group Advisor>	Dec. 4 (Fri.) 17:00	Using a proposed format, each WG should submit the first draft of their group report to the group advisor.
Feedback from the Group Advisor	Dec. 15 (Tue.)	Each WG should get feedback from the group advisor and obtain his/her approval for the finalized report during this period.
Deadline for the Final Group Report <Submit to Assistant Prof. LIU Jing >	<b>Dec. 21 (Mon.) by 17:00</b>	Each WG submits the final version of the group report in Soft Copies to Assistant Prof. LIU Jing.
Deadline for Submitting a file of directory for sending DFW Report 2014 to Assistant Prof. LIU Jing	<b>Dec. 25 (Fri.) by 17:00</b>	Each WG prepares a directory of addresses for sending DFW Report 2014, including those who have collaborated for your research. Send the file to Assistant Prof. LIU Jing by E-mail.
Editing	Jan.-Feb	English Editing
Publication of DFW Report 2015	Mar.	

## 2. Credits:

**2 credits** for DFW preparatory seminar; and

**2 credits** for the Domestic fieldwork in Odai Town\*

**→\*Only those who take part in the domestic fieldwork must complete both the preparatory seminar and the domestic fieldwork to receive four credits.**

**→It is necessary to consult with Assistant Prof. LIU Jing for those only plan to take DFW preparatory seminar.**

## 3. Number of Participants

**15 Participants at maximum (5 students per working group)**

## 4. Selection of Participants and Grouping:

If the number of applicants exceeds 15, we may need to select participants by giving the first priority to GSID M1 students, and then determine the rest by examining the reasons for application written in the application form.

If the number of M1 applicants already exceeds 15, the participants will be selected in the same manner. Grouping will be made in consideration to the applicant's preference for a particular working group as expressed in the application form. However, not all may be allocated to the group of their first choice. The final decision for grouping rests with the DFW Committee.

**5. Participation fee:** To be announced by **May 8, 2015**.

**6. Insurance:**

As part of formal curriculum of GSID, participants for DFW are required to purchase Personal Accident Insurance for Students (PAS) Pursuing Education and Research and Liability Insurance coupled with PAS. The total amount is 2,430 Yen. Please make sure to purchase the insurance at GSID Office before the fieldwork.

**7. For inquiries:** Contact LIU Jing, Assistant Professor in charge of DFW (Room 306), at (liujing@gsid.nagoya-u.ac.jp)