

Creating a video overview of the application

Please follow the instructions below to create a video as part of the application materials.

[Content]

(i) Outline of your research and research plan

(The value and positioning of your research, what you will actually do, and your plan for the next three years)

(ii) Efforts to promote the development of your research (e.g., joint research, interdisciplinary research, and so forth.)

(iii) Activities to help you reach your career goals

[Creation Method]

1. Five or fewer PowerPoint slides

Slide 1 should include: **Application Number**, Title of Research, Affiliation, Grade, Name (Please use the same notation as the application form.)

Slides 2 to 5: The above noted content

2. Under 3 minutes in length. Data must not exceed 30 MB in size. Using elaborate animations or large photos will increase data size.

3. Make sure to include the face of the person giving the presentation, not just the sound.

4. How you record is up to you. Here are some examples.

- When recording with face and sound on in PowerPoint's "Record Slide Show," save the video in "mp4" format. (Please refer to the second and subsequent pages for instructions.)
- When recording with Zoom, or a video camera or smartphone, make sure that PowerPoint slides are clearly visible.

5. The file name should follow the format below:

mov (Application Number) For example; mov(A260012345)

[Notes]

1. The review panel members may not be teachers of your major field. Avoid using technical terms as much as possible to make your explanation understandable to everyone.

2. The video will be used for the following two purposes.

(1) To understand the outline of the application written by the applicant.

(2) **If you pass the document screening, this same video will be used as material for the interview.** Therefore, the interview session will be dedicated solely to questions and answers. You will not recreate a new video for the interview.

3. The review panel will conduct a large number of reviews. Videos need to convey the main points accurately so that they can be understood in a short time.

4. Your voice of explanation should be clear and loud enough.

5. English speakers may write in English and explain in English.

6. If these preparation precautions are not followed, your application will not be reviewed

How to Make a narrated PowerPoint on Windows

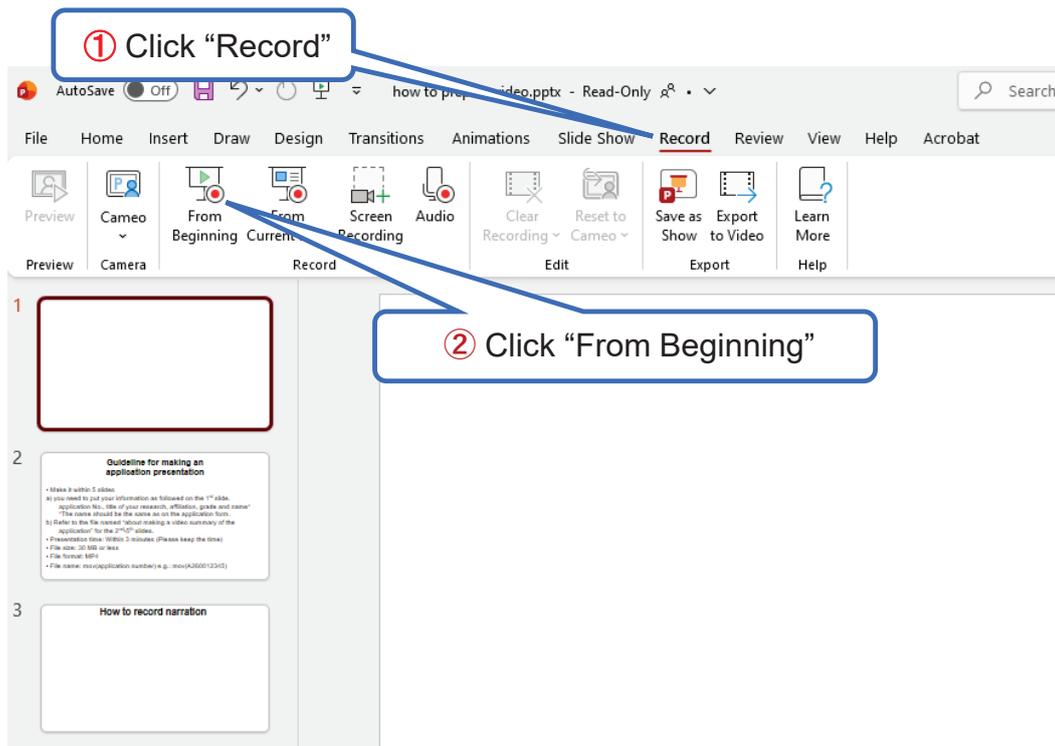
- This document explains how to record audio in Microsoft 365 PowerPoint.
- Even if you are using a different version of PowerPoint, you can create it using similar operations..

*This manual is just an example; it can also be created using the recording function of an online conferencing system such as ZOOM.

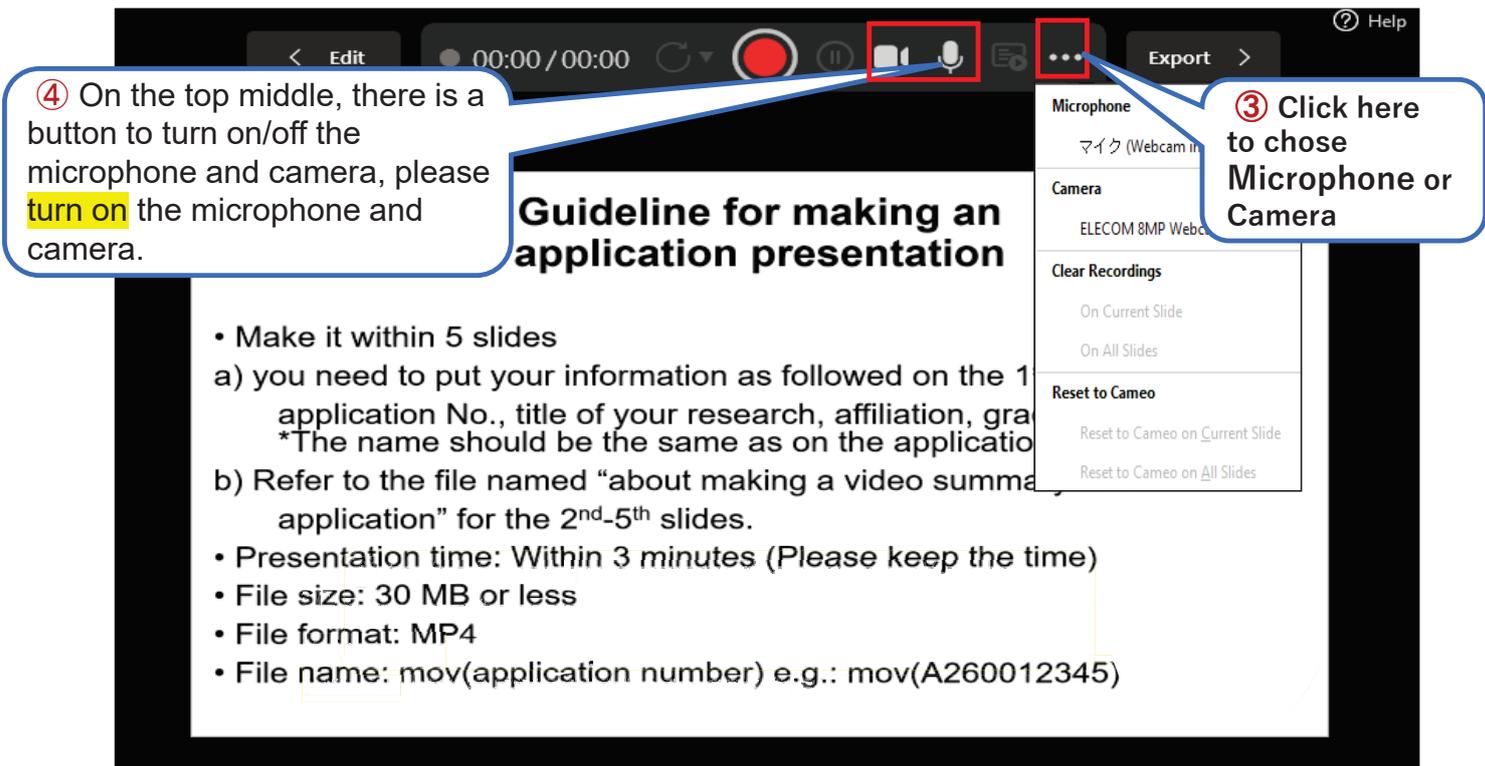
Guideline for making an application presentation

- Within 5 PowerPoint slides
- Page 1: Application Number, Title of Research, Affiliation, Year, Name (same notation as on the application form)
- Pages 2–5: See attached document (Creating a video overview of the application)
- Presentation time: Within 3 minutes (Please keep the time)
- File size: 30 MB or less
- File format: MP4
- File name: mov(application number) e.g.: mov(A260012345)

How to record narration



How to record narration



How to record narration

00:00 / 00:00

Help

Edit Export

Guideline for making an application presentation

- Make it within 5 slides
- a) you need to put your information as followed on the 1st slide.
application No., title of your research, affiliation, grade and name*
*The name should be the same as on the application form.
- b) Refer to the file named “about making a video summary of the application” for the 2nd-5th slides.
- Presentation time: Within 3 minutes (Please keep the time)
- File size: 30 MB or less
- File format: MP4
- File name: mov(application number) e.g.: mov(A260012345)

⑤ When you turn on the camera, a frame will appear in the lower right corner of the screen. Make sure your face is visible.

How to record narration

Help

Export

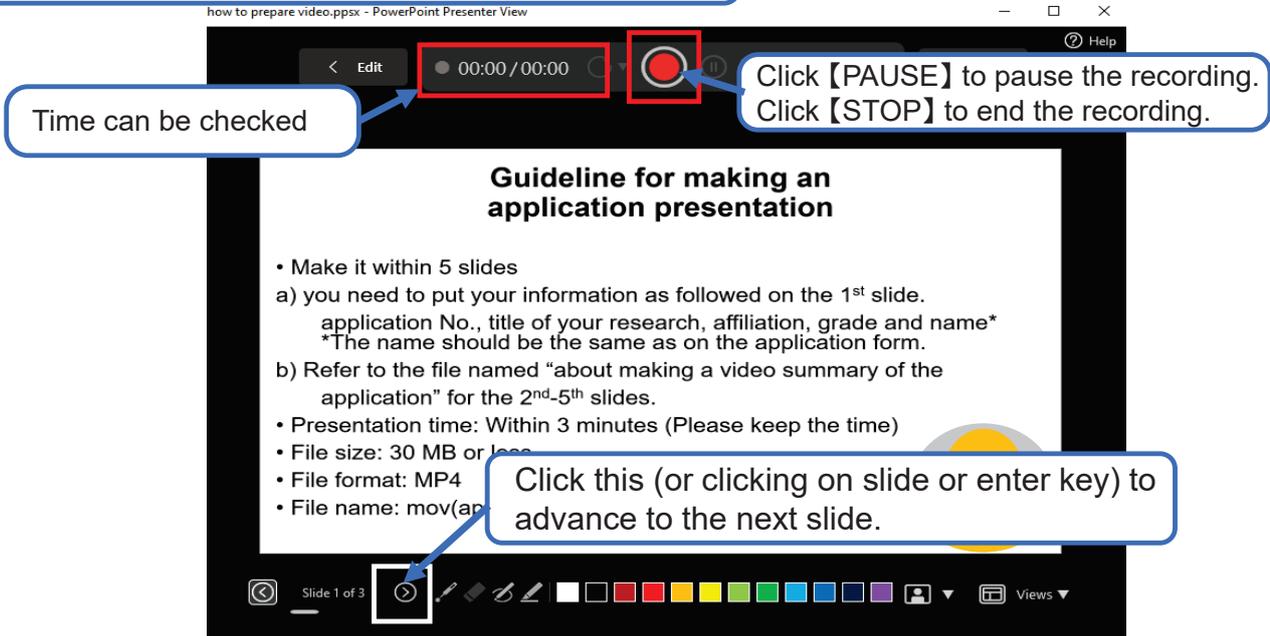
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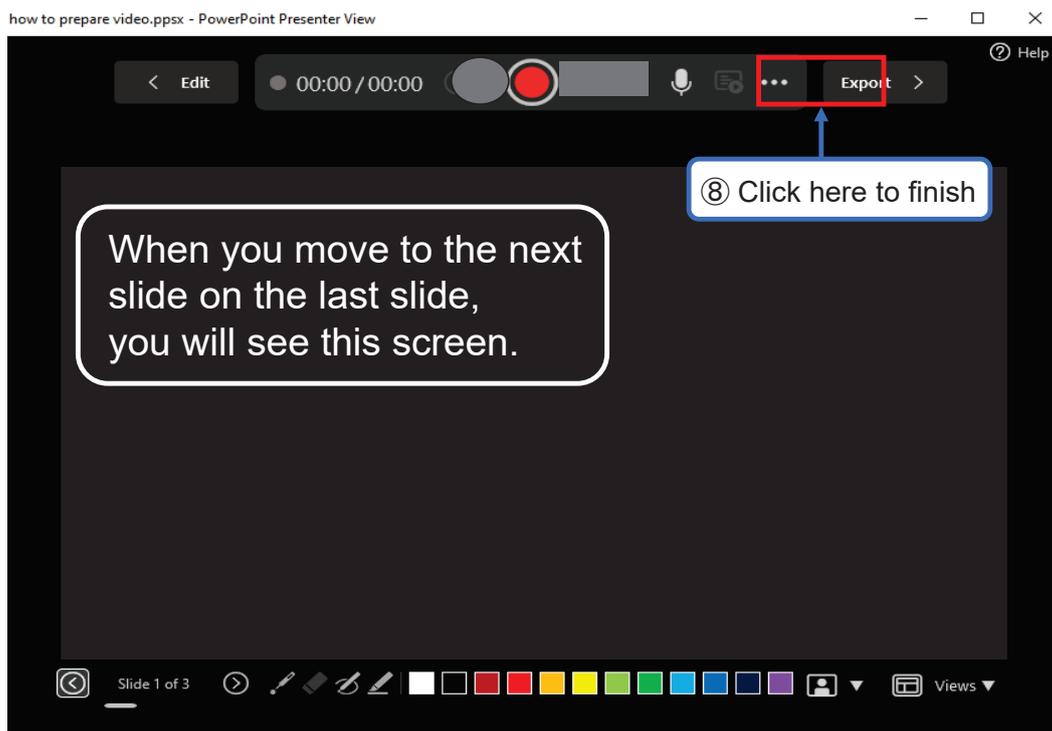
⑥ Click  to start recording narration for a slide after 3 seconds.

How to record narration

- ⑦ Record your narration into the microphone.
- ※The slides can be advanced at any time.

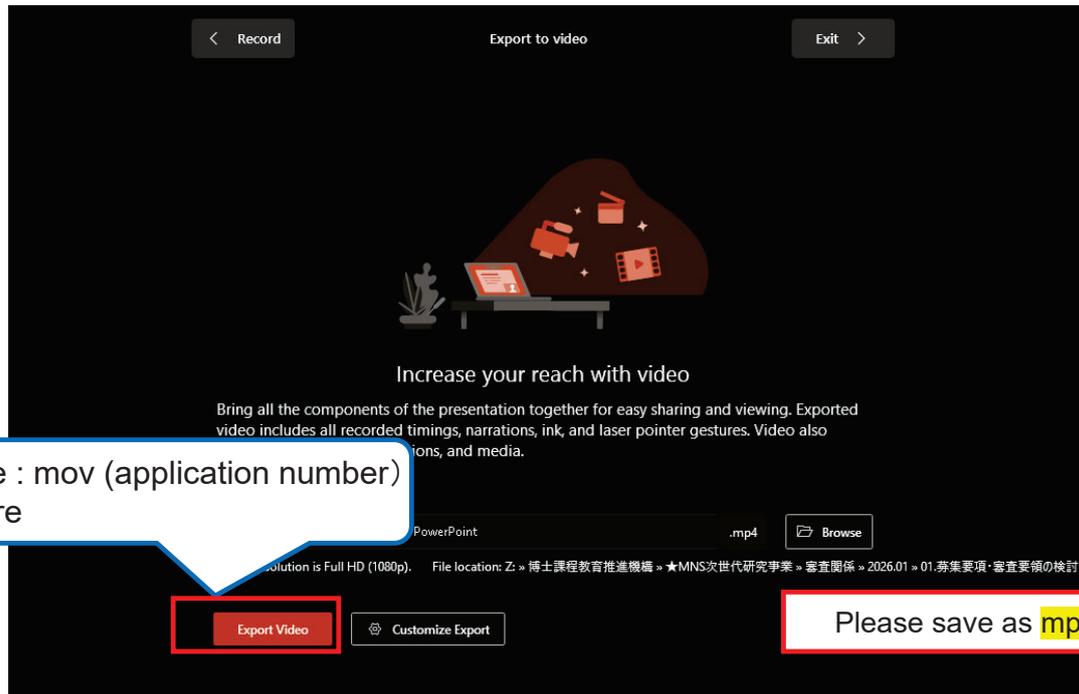


How to record narration



How to record narration

Making videos of slides



For those who don't have PowerPoint THERS System Account

- Nagoya University students can use their THERS account to download Microsoft Office 365 desktop applications (including PowerPoint).
- For more information on how to use your organization account, please see below URL.

<https://icts.nagoya-u.ac.jp/ja/services/thersac/index.html#facu>

- Please note that the web version of PowerPoint that can be used with the old account (account with a university-wide email address) has limited functionality and cannot be used to create videos.

If you have any questions about this account, please contact us at the following URL.

<https://thersac.icts.thers.ac.jp/hc/ja>