**Annex-1**

***Enhancement of Startup Ecosystem in Regional Cities(A)***

***Job Report***

**Job Report :** The Report should be typewritten in English (12-point font, A4 size paper), and total pages of the report should be limited to 3 pages.

**1. Cover Page**

　　1) Write your Name, Country, Organization, present post & E-mail address

**2. Your organization and your task**

1) Brief your organization's role in fostering entrepreneurs and forming a startup ecosystem in your country.

2) Organization chart:

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned.

(The chart should be attached and not be counted in this page limit.)

Please describe a duty of each department (section) briefly.

3) Brief description of your assignments.

**3. Existing issues/challenges in your section**

1) Issues/Challenges you are facing in your section

2) Countermeasures for these issues/challenges

3) Obstacles in the process of solving those issues/challenges

**4. Expectations for the training course**

1) Your purpose of participating in the course

2) Subjects of the course which you are interested in the most

3) How do you expect to apply skills and knowledge for overcoming challenges according to listed items in curriculum (in the previous section) after finishing this program?

1. **Write if there is a theme you want to know in particular.**

**<Job Report Presentation>**

Once your application is successfully approved, you are requested to prepare your Job Report in Power Point Presentation (PPT), submit the report to the course leader and then exchange discussion along with IAS sheet with the course leader prior to the visit to Japan. Details shall be instructed by the course leader after you are chosen as the participant. At an early stage of the training, you will be requested to make a ten-minute-long oral presentation of your Job Report using the PPT document. This is for the purpose of making the training more effective and fruitful by comprehending the situations and problems of the participants.