

Regarding the Role of ARIM User Reports

Thank you for utilizing the Advanced Research Infrastructure for Materials and Nanotechnology (ARIM). After using the facilities and equipment at ARIM, users are required to submit and publish a "User Report." Given the frequent inquiries from users regarding the level of detail required in these reports, we have prepared this guide. We hope it will serve as a reference when creating your "User Report." For further details, please contact the relevant institution.

Purpose

The purpose of the "User Report" for ARIM is to document and submit details of usage (e.g., objectives, equipment used, experimental methods, techniques, and results). This helps us understand the utilization status of the facilities under the project, reflects it in future national policies, and serves as a reference for potential future users by making the information widely available.

Content to Be Included

As information to understand the usage status and to serve as a reference for potential users, please describe the following items to ensure the usage details are sufficiently clear:

1. The purpose of using ARIM.
2. The equipment and methods selected to achieve that purpose.
3. Whether or not the expected results were obtained through the usage.

It is not necessary to include all the results obtained. However, please describe as much as possible within reason to assist future users.

Submission and Publication of User Reports

"User Reports" must be submitted by the end of May of the fiscal year following your usage (the deadline may vary slightly by institution). Submission by the deadline is mandatory under the ARIM project management policy. Once submitted, the "User Reports" will be published online, making them freely accessible for viewing and downloading, typically around June.

It is not necessary to include all results in the "User Report." If you are preparing for conference presentations, paper submissions, or patent filings, we recommend including only the information that does not affect these activities and submitting the report by the deadline.

Storage, Sharing Within the Project, and Disclaimer Prior to Publication

The submitted "User Report" will be stored online before its publication. Please be aware that the content may be shared among ARIM project stakeholders, and there are agreed terms, such as disclaimers for potential information leaks. You must agree to these terms, which will be displayed in the submitting system for the User Report. If you have concerns or reservations about online storage, please consult the relevant institution.

Deferred Publication of User Reports

The submitted "User Reports" are generally published in the fiscal year following their use. However, in exceptional circumstances, it is possible to defer the publication date (deferred publication). The deferral period is up to two years from the end of the fiscal year in which the equipment was used (e.g., if used in fiscal year 2024, publication can be deferred until March 31, 2027). Please note that deferral only applies to publication timing; the "User Report" must still be submitted by the deadlines specified by each institution.