

**ACTIVITY REPORT**

**HOKKAIDO UNIVERSITY LIAISON OFFICE IN INDONESIA**

*Data Period: October, November, December 2018*

*January, February, March 2019*



**HOKKAIDO**  
UNIVERSITY

**BOGOR AGRICULTURAL UNIVERSITY**

**INDONESIA**

**2019**

## A. ACTIVITY OF HOKKAIDO UNIVERSITY LIAISON OFFICE IN INDONESIA

### 活動報告書

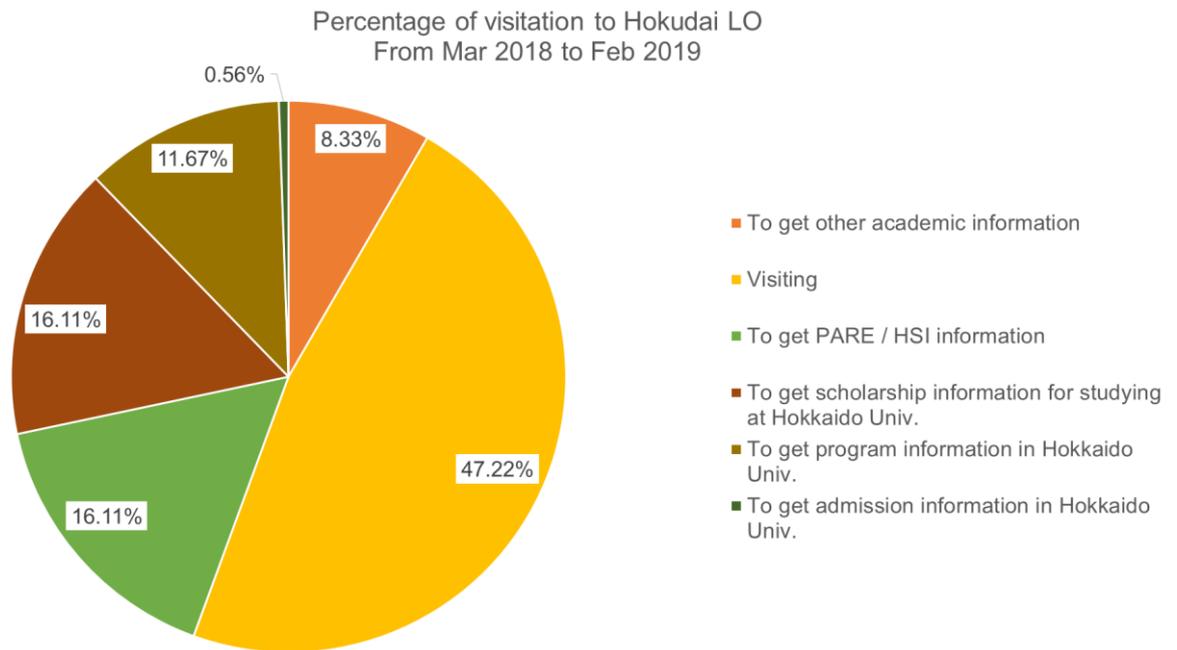
設置国	インドネシア	連携先	ボゴール農業大学
責任部局	農学研究院	責任教員	波多野 隆介
活動期間	平成 30 年 4 月 1 日～9 月 30 日（上半期）		
日付	活動内容		
October 2018	<ol style="list-style-type: none"> <li>1. Shared the information about PARE Short Program (Spring School 2019) that hold at Gadjah Mada University, Yogyakarta, Indonesia from February 15 to 25, 2019 to the students from participating universities in Indonesia. The application documents had to be sent to PARE Central Office by Sunday, October 28 2018.</li> <li>2. Welcomed the visit from License Academy Education &amp; Career Information Research Center (Mr. Baliri Zumanto and Mrs. Kim Connie) and sharing the information about LO Hokudai in Indonesia.</li> <li>3. Discussed with Yuichiro Tanioka Sensei from Hokkaido University about MEXT Scholarsip.</li> <li>4. Shared the information to the visitors : <ol style="list-style-type: none"> <li>a. PARE Spring School Application</li> <li>b. HUSTEP Program</li> </ol> </li> <li>5. Updated the information on LO's Bulletin Board: <ol style="list-style-type: none"> <li>a. PARE Spring School</li> <li>b. Hokkaido University Newsletter</li> <li>c. Hustep Program</li> </ol> </li> <li>6. Summed up the presence of volunteers in office on October and scheduling Volunteers' Office Hour for a month ahead.</li> </ol>		
November 2018	<ol style="list-style-type: none"> <li>1. Shared the information about LO Hokudai to the visitors.</li> <li>2. Maintenance on curtain's office.</li> <li>3. Controlled the number of office inventories, such as plates, forks,</li> </ol>		

	<p>spoons, cups, glass.</p> <p>4. Summed up the presence of volunteers in office on November and scheduling Volunteers' Office Hour for a month ahead.</p>
December 2018	<p>1. Shared the information about Hokkaido University and it's program to visitor from Atmajaya University, Yogyakarta.</p> <p>2. Shared the information to the visitors :</p> <ol style="list-style-type: none"> <li>a. PARE Spring School Application</li> <li>b. HUSTEP Program</li> <li>c. Hokkaido Summer Institute (HSI)</li> </ol> <p>3. Updated the information on LO's Bulletin Board :</p> <ol style="list-style-type: none"> <li>a. Hokkaido University Degree Program in English</li> <li>b. Hokkaido Summer Institute (HSI)</li> </ol> <p>4. Washed LO's tablecloth and cleaned the room (throw of garbage, sweep the room).</p> <p>5. Maintained the Cleaning Service in the office (Payment Receipt Issued).</p> <p>6. Explained the information about internship in LO Hokudai in Indonesia to the interested students.</p> <p>7. Summed up the presence of volunteers in office on December and scheduling Volunteers' Office Hour for a month ahead.</p>
January 2019	<p>1. Shared the information to the visitors :</p> <ol style="list-style-type: none"> <li>a. MEXT Scholarship</li> <li>b. Program in Hokkaido University</li> <li>c. Hokkaido Summer Institute (HSI)</li> </ol> <p>2. Shared the information via email to the visitors :</p> <ol style="list-style-type: none"> <li>a. Program in Hokkaido University (to Professor Suharsono)</li> <li>b. Summer course (to Mr. Wibisono Chandra)</li> </ol> <p>3. Updated the information on LO's Bulletin Board:</p> <ol style="list-style-type: none"> <li>a. Hokkaido Summer Institute (HSI)</li> </ol>

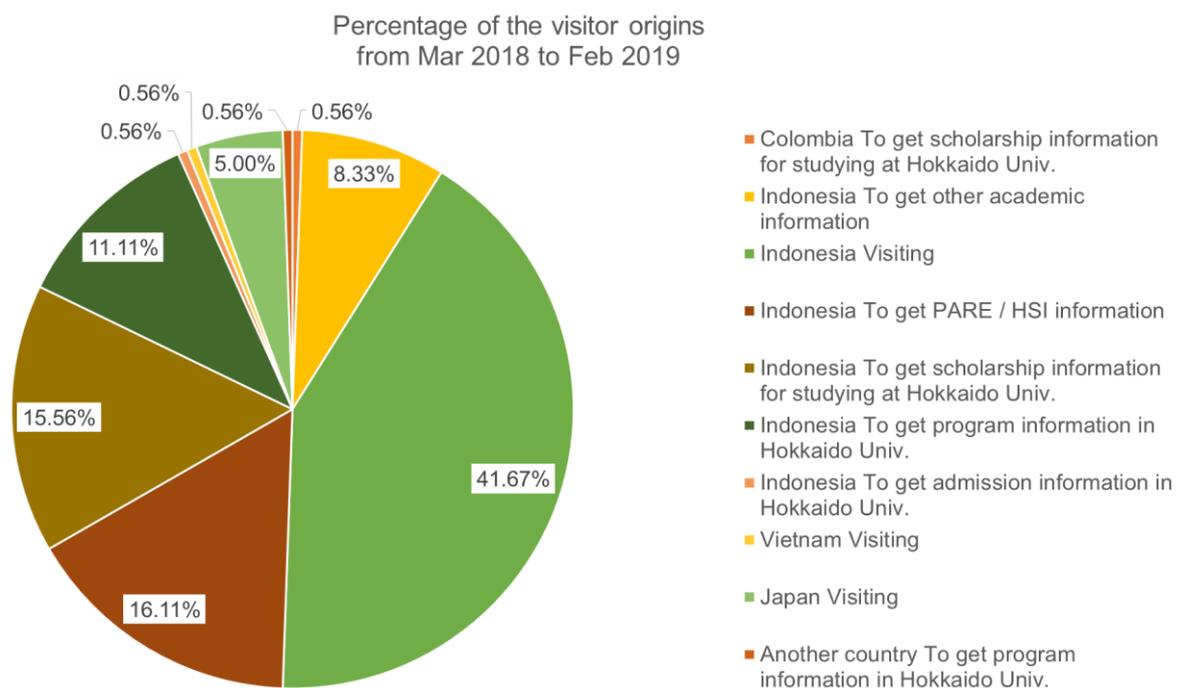
	<ol style="list-style-type: none"> <li>4. Gave the refusal feedback to the offering notification to join in Job Fair Event.</li> <li>5. Supporting in i3L' brochure distribution to ICO IPB, ITB and UGM.</li> <li>6. Received the package from HU and Zoom Camp.</li> <li>7. Maintained the Cleaning Service in the office (Payment Receipt Issued).</li> <li>8. Organized the display cupboard in the office.</li> <li>9. Summed up the presence of volunteers in office on January and scheduling Volunteers' Office Hour for a month ahead.</li> </ol>
February 2019	<ol style="list-style-type: none"> <li>1. Shared the information to LO visitors: <ol style="list-style-type: none"> <li>a. Short course program</li> <li>b. Hokkaido Summer Institute</li> <li>c. Double degree program between HU and IPB</li> <li>d. PARE Spring School Pogram</li> <li>e. Exchange program</li> </ol> </li> <li>2. Shared follow up information related to visitors' question about HSI 2019 by email.</li> <li>3. Prepared goodie bags for the HU Alumni meeting in Pontianak on March 2019.</li> <li>4. Maintenanced the curtain in the office.</li> <li>5. Distributed merchandise (HU Batik) to buyers.</li> <li>6. Summed up the presence of volunteers in office on February and scheduling Volunteers' Office Hour for a month ahead.</li> </ol>
March 2019	<ol style="list-style-type: none"> <li>1. Prepared the presentation, the design of X-Banners, workshop kits, and goodie bags for Hokkaido University Alumni Association Meeting, 8-9 March 2019 in Palangkaraya.</li> <li>2. Presented the information about program and progress by Hokkaido University Liaison Office in Indonesia to the audience, alumni, and students of University of Palangka Raya, during attending Hokkaido</li> </ol>

	<p>University Alumni Association Meeting, 8-9 March 2019, in University of Palangka Raya (UPR), Palangkaraya.</p> <ol style="list-style-type: none"><li>3. Fieldtrip to the Soekarno Monument, Sabangau River, and Gathering with all alumni in the one of alumni's house in Palangkaraya.</li><li>4. Collected receipts of payment for report after attending Hokkaido University Alumni Association Meeting.</li><li>5. Created design for the new goodie bags for supplying stock of merchandise in Hokkaido University Liaison Office in Indonesia.</li><li>6. Shared further and follow up information related to UPR student question about HSI 2019 through email.</li><li>7. Creating the questionnaire online form for collecting database of PARE program alumni.</li><li>8. Summed up the presence of volunteers in office on March and scheduling Volunteers' Office Hour for a month ahead.</li></ol>
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**B. VISITOR OF LIAISON OFFICE OF HOKKAIDO UNIVERSITY IN INDONESIA**



**Figure 1. Visitation to Hokkaido University Liaison Office in Indonesia period of March 2018 until February 2019**



**Figure 2. Visitor Origin of Hokkaido University Liaison Office in Indonesia period of March 2018 until February 2019**

### C. DOCUMENTATIONS



**Figure 3. The Indonesia Alumni Association Meeting of Hokkaido University 2019 in Palangkaraya, Central Kalimantan, Indonesia on March 8-9<sup>th</sup> 2019**



**Figure 4. Visit from Hokkaido University (Eisuke Kato, Faculty of Agriculture) and Swiss German University on November 1<sup>st</sup> 2018.**