附件 3-1(Appendix 3-1)

出國研修作業繳交說明
Instructions for Submission of Study Abroad Assignments

（含報告、海報格式）
(including report and poster format)

出國期間 During the overseas stay

1. 完成切結書簽署 Sign the Affidavit.
2. 繳交電子機票證明 Submit the Electronic Ticket.

返國後 After returning to Taiwan

1. 繳交登機證
   Submit the boarding pass.
2. 繳交研修小故事（500 字左右）、具代表性之原始照片 1 張（每張至少 1MB 以上，以能展現小故事核心之照片為主）。
   Submit a short story (500 words) and a representative original photo (at least 1MB per photo, preferably one that shows the core of the story).
3. 繳交境外期間個人照片 1 張（每張至少 1MB 以上，以臉部能清楚辨識、全身照為主）
   Submit 1 personal photo (at least 1MB in size, mainly a full-body photo with a clearly recognizable face) taken during the period of study abroad.
4. 繳交個人成果報告（1600 字）、原始照片 10 張（每張至少 1MB 以上，且以研修機構標示、上課情形、與同學互動照片為主，玩樂照片不超過 2 張）出國研修期間，請刻意多拍攝有「學校 Logo/地標」與「課堂上課」的正式照片
   Submit a personal report (800 words) and 10 original photos (each photo must be at least 1MB in size and must mainly show the logo of the institute, classroom situation, interaction with students, and no more than 2 photos of having fun).
5. 繳交成果發表會用簡報 1 份
   Submit 1 copy of PowerPoint presentation for the Results Presentation Conference.
6. 繳交成果發表會用海報文字內容（300 字內）
   Submit the poster content for the Results Presentation Conference. (300 words or less)

7. 繳交 5 分鐘微電影 1 部（玩樂部分不得超過 1 分鐘）
   Submit a 5-minute microfilm (the fun part should not exceed 1 minute).