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No.	Area	Question	Choice 1	Choice 2	Choice 3	Choice 4	Choice 5
1	University rules	<p>Please select the most appropriate choice to fill in all the following blanks concerning the National University Corporation University of the Ryukyus code of conduct regarding the use of public research funds.</p> <p>Society's trust in and mandate for university academic research is supported through () so that the pursuit of truth and the fruits such pursuit bears may be property held in common by mankind and contribute to the development of society.</p> <p>The misuse of () is not only a significant breach of society's trust and mandate, but it also shakes the very foundation of Japan's system for advancing science and technology.</p> <p>Realizing how important upholding this foundation is, the National University Corporation University of the Ryukyus has established the following code of conduct for the use of () in order to ensure transparency and fairness in academic research and secure society's mandate and trust in the university's academic research.</p> <p>University teaching faculty, administrative personnel, technical staff, graduate students, undergraduate students, and all other individuals engaged in the use of () shall faithfully comply with this code of conduct.</p>	Public research funds	Taxes	Operating subsidies	Donations	Contract research funds
2	Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)	<p>Does the following scenario constitute misuse?</p> <p>A researcher used KAKENHI to place a fictitious order and deposit funds with a supplier in order to allocate research funds for the next fiscal year.</p> <p>The deposited funds were used for research the following fiscal year and not for personal expenses.</p>	Yes, this is misuse.	No, this is not misuse.	This falls into a gray area.		
3	Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)	<p>Does the following scenario constitute misuse?</p> <p>A researcher inflated the cost of an overseas business trip and received a ¥500,000 estimated payment prior to departure. The actual cost of the travel turned out to be ¥400,000.</p> <p>Nevertheless, when the researcher submitted the travel report to account for the travel expenses and settle the account, the researcher reported that the trip cost ¥500,000 and pocketed the ¥100,000 difference.</p>	Yes, this is misuse.	No, this is not misuse.	This falls into a gray area.		
4	Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)	<p>Does the following scenario constitute misuse?</p> <p>A researcher asked a student (research collaborator) to organize documents and had the student work 40 hours a month.</p> <p>When submitting the ledger to have the student's wages paid from research funds, the researcher inflates the number of hours the student worked and wrote 60 hours, or 20 hours more than the student actually worked, on the condition that the extra money would be allocated for the student's travel fees and other expenses to participate a conference.</p>	Yes, this is misuse.	No, this is not misuse.	This falls into a gray area.		
5	Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)	<p>Which of the following is a correct statement about the impact that a researcher misusing research funds has on the organization with which the research is affiliated?</p>	The misuse damages the reputation and has a major impact on all aspects of the entire organization.	Misuse is an issue affecting the individual researcher and has absolutely no effect on the organization with which he or she is affiliated.	The supervisory government agency or funding agency will issue a warning, but there is almost no effect on the organization with which the researcher is affiliated.		

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6	<p>Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)</p>	<p>If research funds are misused, the organization with which the researcher is affiliated will take action against the researcher who committed the abuse.</p> <p>Please choose which of the following actions is the most appropriate.</p>	<p>Disciplinary action in accordance with university rules, criminal prosecution and civil proceedings, and public announcement of the results of the university's investigation, including publicly releasing the name of the individual.</p>	<p>Suspension from duty for several months.</p>	<p>No action will be taken at all.</p>		
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7	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>Please select the most appropriate choice to fill in the blank.</p> <p>When an item that has been purchased is delivered, it needs to always be inspected for acceptance upon delivery by the ().</p>	Acceptance inspection official (division or other administrative office)	Contracting officer (person who places the purchase order)	Person who input the purchase request (researcher)		
8	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>Please select the most appropriate choice to fill in the blank.</p> <p>Even in cases where an individual researcher or research group secures a grant from a research foundation or other group, () of the funds is necessary.</p>	Institutional accounting by the university	Individual accounting	Accounting by a group		
9	University rules	<p>Please select all of the following that are appropriate in terms of “public research funds” as specified in Article 2-1 of the “National University Corporation University of the Ryukyus Rules on the Management and Audit System for Preventing Misuse of Public Research Funds.”</p>	Only competitive funds.	Only donations.	All research funds received by the University of the Ryukyus from a separate organization.		
10	University rules	<p>Please select the most appropriate choice to fill in the blank regarding the “National University Corporation University of the Ryukyus Basic Policy on Preventing Misuse of Public Research Funds.”</p> <p>Acceptance inspections are performed properly and fairly in accordance with the ().</p>	National University Corporation University of the Ryukyus Budget Rules	National University Corporation University of the Ryukyus’ Handling of Acceptance Inspections of Procured Items, etc.	National University Corporation University of the Ryukyus Accounting Practice Rules		
11	Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers)	<p>Please select which of the following are the three elements of fraud as described by noted US criminologist Donald Cressey that is in the material entitled “Guidelines for Managing and Auditing Public Research Funds at Research Institutions (For Managers and Researchers).”</p>	Incentive	Opportunity	Rationalization	Inclination	
12	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>Please select the most appropriate choice to fill in the blank regarding the purchase of items.</p> <p>In principle, a researcher presents the Accounting Section, etc. with a request to purchase an item and then the Accounting Section, etc. places an order for the item.</p> <p>However, there are cases where a researcher may place an order independently with the same supplier in an amount not to exceed a total of () in one day.</p>	¥100,000	¥300,000	¥500,000	¥1,000,000	
13	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>Please select all the evidentiary documentation that is required to be appended to a travel report in order to claim expenses for business travel in the following scenario.</p> <p>A researcher travels on business to Tokyo for three days and two nights. During the trip, the researcher boards an airplane, train, bus, and ship for use as transportation.</p> <p>In addition, the researcher stays at a business hotel during the trip.</p>	Boarding pass stubs for the flights (if lost, boarding certificates) and the receipts	Train receipts	Ship passage receipts	Bus receipts	Material distributed on the day the researcher attended the meeting, conference, etc.

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14	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>Please select the most appropriate combination of answers to fill following blanks regarding wages paid to students or others assisting with research (short-term employment).</p> <p>1) In principle, the duration of employment during the period of a year shall be () month(s) or less.</p> <p>2) When a student serves as both a TA and RA during the same month, the combined number of hours per week shall be () hours or less.</p>	<p>1) 1 2) 10</p>	<p>1) 2 2) 20</p>	<p>1) 3 2) 30</p>	<p>1) 4 2) 40</p>	
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15	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>In addition to the following requirements for reimbursement of out-of-pocket expenses, please select all that are appropriate from the following choices.</p> <p>Out-of-pocket expenses are those that are necessary for pursuing research and transacted using cash, credit card, or other means.</p> <p>If there is a risk that the timing of a transaction may be lost and operations significantly impeded unless a cash or other immediate payment is made, a researcher may use his or her own money to make the purchase upfront.</p> <p>Then, at a later date, the researcher may file a claim with the university to request that the out-of-pocket expense be reimbursed.</p> <p>However, even in such a case, out-of-pocket expenses shall not exceed a total of ¥100,000.</p> <p>(If it is unavoidable that out-of-pocket expenses exceed ¥100,000, the researcher is required to follow the procedures for “authorization for unstipulated reimbursement” before the transaction.)</p>	Attach certification (receipt, credit card statement, etc.) that the researcher paid the stipulated amount when filing a claim for reimbursement.	File a claim within 14 days.	Certification (receipt, credit card statement, etc.) that the researcher paid the stipulated amount does not need to be attached when filing a claim for reimbursement.	File a claim within 1 month.	
16	Handbook on Use of Public Research Funds	<p>【Handbook on Use of Public Research Funds】</p> <p>From the following choices, please select the appropriate procedures to be followed when a researcher anticipates funds will be left over in the budget for the fiscal year with regard to Grants-in-Aid for Scientific Research (KAKENHI) (multi-year funds (Scientific Research category C and Early-Career Scientists) as well as single-year grants (Scientific Research categories A and B)).</p>	The researcher should place a fictitious order and deposit the remaining funds with a supplier so they may be used the following fiscal year.	The researcher should pay a fictitious honorarium to a student to use up any available research funds.	If the reason for carrying over available funds from a single-year grant corresponds to acceptable circumstances as specified in the rules, the researcher may follow the procedures for carrying over the funds.	If the duration of a multi-year grant is within the period allocated for the grant project, it is possible to use those research funds in the next fiscal year. Therefore, the researcher should prepare a plan for allocating the funds in the coming fiscal year.	
17	Handbook on Use of Public Research Funds	<p>Which of the following is the correct answer to fill in the blank?</p> <p>Under the rule “National University Corporation University of the Ryukyus Treatment of Readily-Convertible Articles,” those durable consumables that must be managed are (), tablet devices, cameras, televisions, and recording devices that do not exceed ¥100,000.</p>	USB flash drives	Personal computers	IC recorders		
18	University rules	<p>【Handbook on Use of Public Research Funds】</p> <p>Since 2018, the university has mandated that all researchers take the course “Education for Research Integrity and Proper Use of Research Funds” every () years.</p>	2	3	4		
19	University rules	<p>Please select the appropriate choice for the meaning of “members” as specified in Article 2-3 of the “National University Corporation University of the Ryukyus Rules on the Management and Audit System for Preventing Misuse of Public Research Funds.”</p>	The term refers to all persons involved with public research funds at the University of the Ryukyus.	The term refers to researchers, administrative personnel, technical personnel, and other concerned individuals affiliated with the university.	The term refers to researchers affiliated with the university.		
20	University rules	<p>Please select all the appropriate operations that a compliance promotion officer carries out pursuant to Article 5 of the “National University Corporation University of the Ryukyus Rules on the Management and Audit System for Preventing Misuse of Public Research Funds.”</p>	To implement measures that are part of a fraud prevention plan, check on the status of their implementation, and report that status to the management supervisor.	To provide compliance training to members of the division or other unit, ascertain the status of their enrollment and degree of understanding, and collect compliance pledges.	To regularly conduct compliance awareness-raising activities.	To monitor the use of public research funds by members of the department or other unit, and adopt measures for improving such use as necessary.	