

MAWSON LAKES FELLOWSHIP PROGRAM

FINAL REPORT

In accordance with the conditions of participation in the Mawson Lakes Fellowship Program, a Final Report must be submitted to the Mawson Lakes Fellowship Program Steering Committee.

Purpose of the Final Report

Final Reports serve three purposes:

- they are a formal requirement for individual accountability and compliance with the intended aims of the funding of the Program and;
- they are an essential source of information for reporting to stakeholders the achievements and outcomes of funding under the Mawson Lakes Fellowship and;
- Final Reports are an important source of information on the study of urban innovation and innovative urban planning and development practice. As such, the reports may be made available on the Mawson Lakes Fellowship website and will be used for publicity purposes.

Instructions for Preparation of Final Report

The Final Report will be not less than **5,000 words**, **written in English** and submitted to the Mawson Lakes Fellowship Program Steering Committee **within 2 months** following return home from Japan or Australia as applicable.

A copy of the Final Report is also to be provided to the recipient's supervisor at their home institution for comment to that institution's delegate on the Mawson Lakes Fellowship Steering Committee.

The Final Report is required to be submitted in both electronic (as a Word document) and hard copy format to the Executive Officer of the Mawson Lakes Fellowship. See address details below.

The Final Report should be a presentation and summary of the achievements of the research undertaken while studying in Japan or Australia as applicable under Mawson Lakes Fellowship funding. The benefits of participation in the Mawson Lakes Fellowship Program to the recipient's ongoing research should also be addressed. The Final Report should also incorporate general information pertaining to participation in the Program that would be of benefit to future Fellowship recipients.

The format of the Final Report should be consistent with the submission of academic work at the recipient's home institution, ie appropriate academic referencing and footnoting is required. In addition, the report should provide information under specific headings including a summary of the methodology, fieldwork undertaken and key findings arising from the research. An abstract of approximately 200 words is also required that is readily understandable to members of the Japanese and Australian public.

Final Reports are to be submitted to the Executive Officer at the following address:

Ms Paula Ritchie
Coordinator, Adelaide Abroad
Mawson Lakes Fellowship
International Office
University of Adelaide
SOUTH AUSTRALIA 5005

Tel: (08) 8303 4379
Fax: (08) 8303 3988
Email: paula.ritchie@adelaide.edu.au