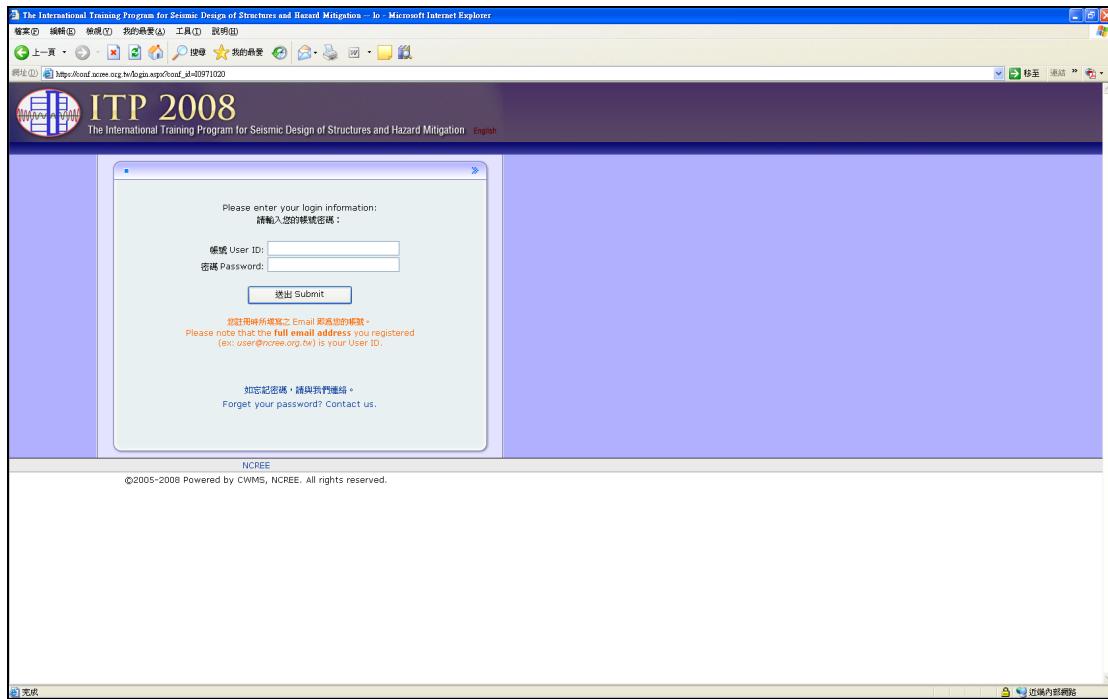
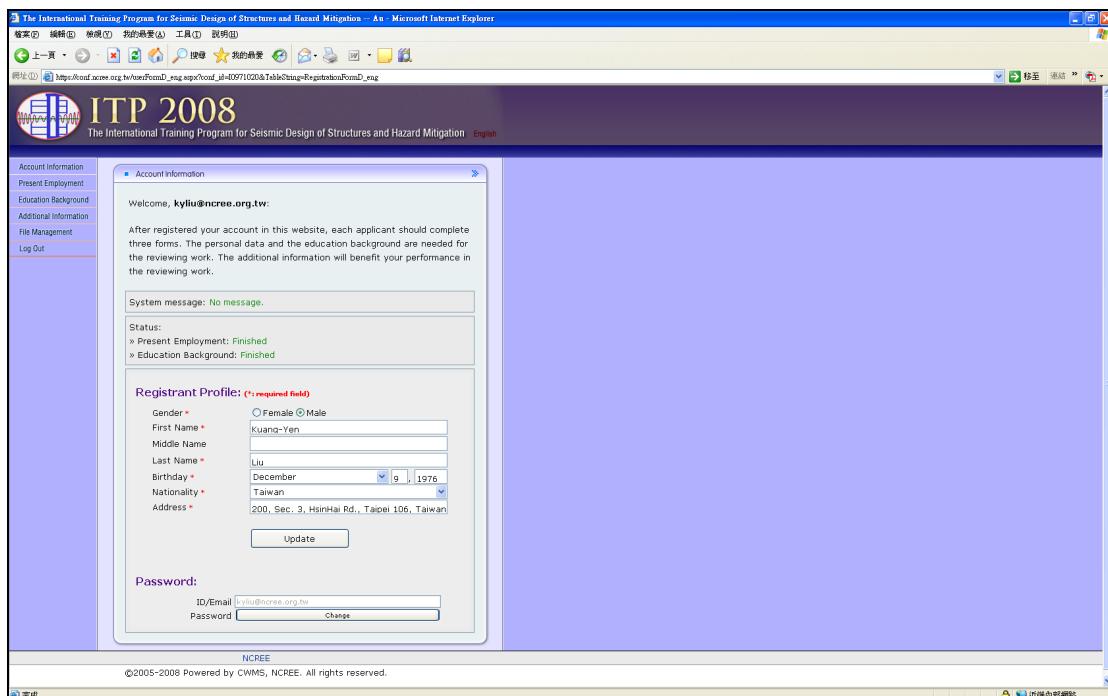


Instruction of using ITP2008 registration system



Step.1 Log in from the registration system, please key in ID and Password.



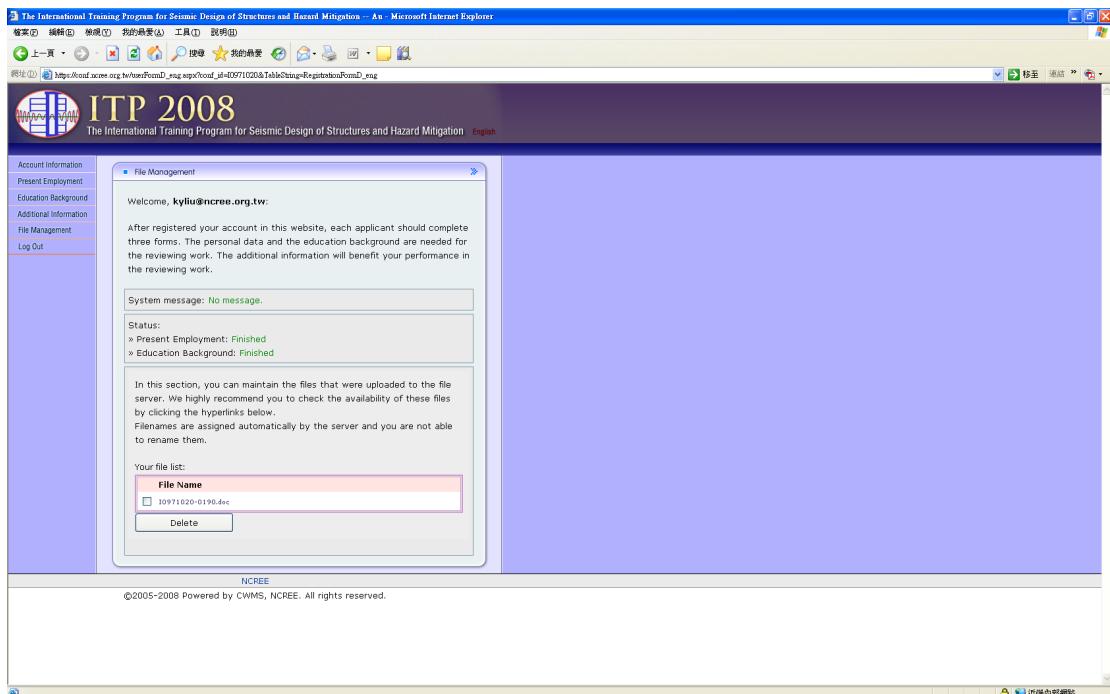
Step.2 Please provide latest information and fill in the blanks in the page of "Account information", "Present Employment", "Education Background", "Additional Information", etc.

The screenshot shows a Microsoft Internet Explorer window with the title "The International Training Program for Seismic Design of Structures and Hazard Mitigation - As - Microsoft Internet Explorer". The URL in the address bar is http://rcnf.ncree.org.tw/UserFormD_eng.aspx?Form_id=4097102&TableID=RegistrationFormD_eng. The main content area displays the "Account Information" form. On the left, there is a vertical sidebar with links: "Present Employment", "Education Background", "Additional Information" (which is highlighted in blue), "File Management", and "Log Out". The main content area has a header "Welcome, kyliu@ncree.org.tw:" followed by a message: "After registered your account in this website, each applicant should complete three forms. The personal data and the education back-ground are needed for the reviewing work. The additional information will benefit your performance in the reviewing work." Below this is a "System message: No message." section. Under "Status:", it says "Present Employment: Finished" and "Education Background: Finished". A "Additional Information" section follows, with instructions: "Please complete the following items. You may attach additional related information or data, which you think may help the reviewing work." It includes a "Objective for Participation" field with the placeholder "State relevance of this program to your work." At the bottom of the form are "Top|Bottom" buttons and a "Previous Employment / Job Experience" link.

Step.3 Select left bottom “Additional Information” to upload CV or resume.

The screenshot shows the same Microsoft Internet Explorer window as the previous one, but the "Additional Information" section is now expanded. It contains a large text area for listing international symposiums and conferences attended in the past 5 years, with a placeholder "Please list international symposiums and conferences you have attended in the past 5 years (including date, location, etc.)". Below this is a "Save" button. At the bottom of the form, there is a "Document Upload" section with instructions: "If you have any documents (for example: a letter of recommendation) that will benefit your application, upload it here." It features a file input field with "Browse..." and "Upload" buttons. The footer of the page includes the NCREE logo and the text "©2005-2008 Powered by CWMS, NCREE. All rights reserved."

Step.4 Roll down the window to the bottom, find “Document upload”, and upload your CV or resume.



Step.5 Check and review your file from “File Management”. What you’ve uploaded will be renamed automatically by the system.

THANK YOU VERY MUCH!