Distinguished Talent Incentive Application Manual

1. **Applicants shall gain the following qualifications.**
   (1) Certified NTNU full-time faculty members who have received an average score of 3.5 points or above in the Student Opinion of Instruction Survey during the year before application (does not apply to newly appointed faculty members)
   (2) Applicant (Certified NTNU full-time faculty members) hired after August 1, 2023 (inclusive) shall be hired for the first time in Taiwan, and shall not be recruited from other public or private colleges and academic research institutes of Taiwan. (In accordance with NSTC Reward Policy)
   (3) For recipients of "Newly Appointed Distinguished Talent Incentive" who are still in the incentive period and apply for the "Distinguished Talent Incentive", only performance data during their employment as certified faculty member at NTNU can be calculated. After recieving Distinguished Talent Incentive, the remaining period of the Newly Appointed Distinguished Talent Incentive will be automatically invalidated.
   (4) Seconded faculty members shall not receive research incentives/rewards from both NTNU and their seconded organization during the same period.
2. Read the application form carefully. Make sure the performance in the past 5 years (from 2019 to 2023) meets the standards required for each point.
   (Website of Office of Research and Development ／ DSP／ Flexible Salary and Incentive ／ Distinguished Talent Incentive)
3. Please refer to the notes for application and point counting (attached to online application system). https://reurl.cc/Wxr7ak
4. Fill in Teacher Performance System:
   (1) Sign in NTNU iPortal

(2) Click "System of Office of Research and Development" / "Teacher
Performance and Department Achievement Management System"
(English Version) Research and Development Related System/Teacher
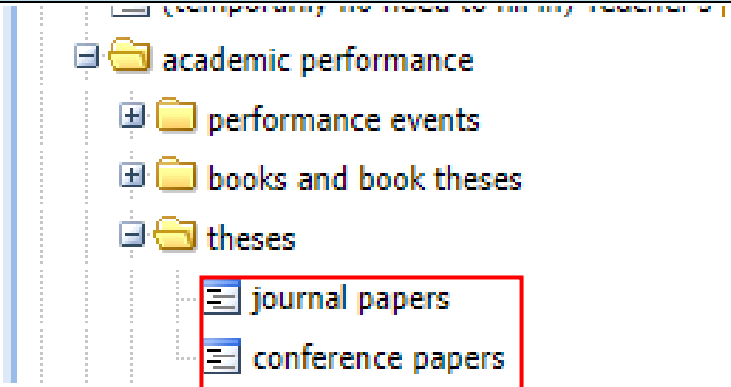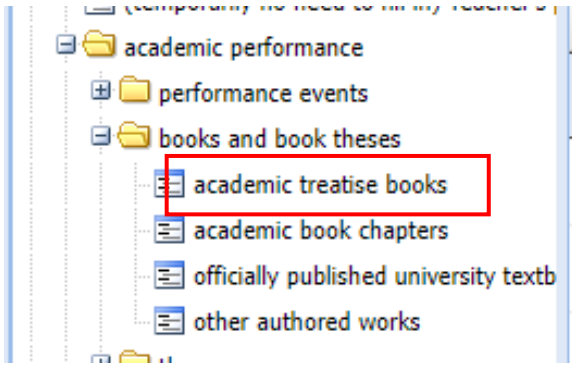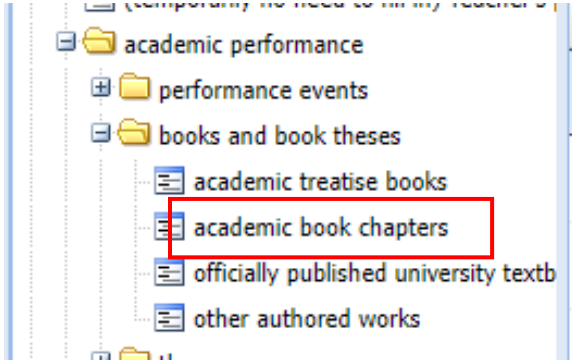Performance and Department Achievement Management System

Note: Teacher may choose to use either the new system or the old system; data may update in the old and new systems simultaneously.

(3) Click "Enter Professional Performance", and the items to be filled in show.
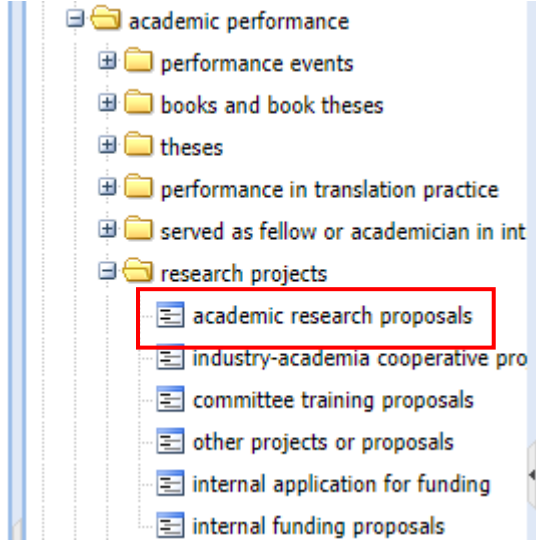
(4) Instructions on the points earned and the corresponding columns in "Teacher Performance and Department Achievement Management System"
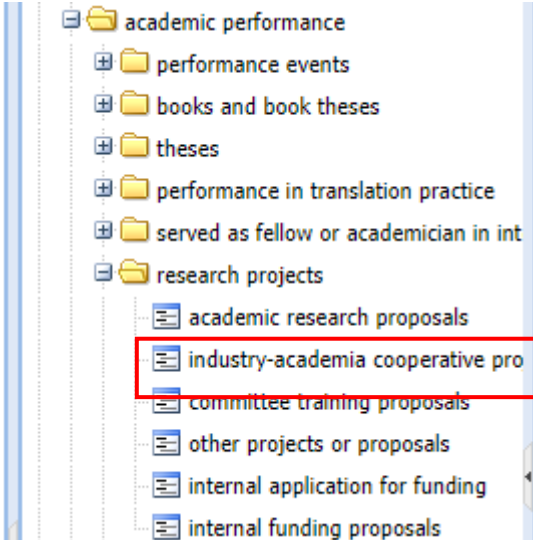
Academic Category		Corresponding Columns in Teacher Performance and Department Achievement Management System
		Elevate Research Influence
Science, Nature		
Scopus rounding ranking percentiles to the nearest integer	SJR top 5%	
	SJR top 25%	
	SJR top 50%(inclusive)	※ For Scopus journal papers and conference papers, click "Yes" or "No" from "Scopus Journal" and select the discipline from "Academic Discipline of the Journal in Scopus". (Please refer to the instructions in the performance system.)
	SJR last 50%	※ Upload the full paper (If there is no PDF file of the full paper, upload the cover page of the paper, including title, author, and publication number). If the teacher is not the first author but the corresponding author, upload the certificate of corresponding author (e.g. cover page of the paper that marks the corresponding author, or the acceptance letter.)
TSSCI or non category I international journal recognized by the MOST but equivalent to TSSCI		※ Look up the SJR ranking percentile for the journal based on its publication year, upload the PDF file of the SJR rank searching page to the column "Upload SJR Evidence (Scopus)" (Please refer to the instructions that help preparing evidence in the performance system.)
THCI		※ If FWCI is greater than 1, enter the FWCI and upload evidence to related columns. (Please refer to the instructions that help preparing evidence in the performance system.) ※ If there is TSSCI or THCI paper, upload evidence (the searching page of TSSCI & TSCI list) to the column of "Upload related Certificate (TSSCI, THCI-Core archive list or JCR evidence)". For non category I international journals recognized by NSTC but equivalent to TSSCI, upload the copyright page of the journal with certificate from NSTC.
Other journals with review mechanism (with ISSN)		※ For journal papers with review mechanism (with ISSN number), upload the copyright page with ISSN number to the column of "Upload related Certificate (TSSCI, THCI-Core archive list or JCR evidence)". "ISSN number" is a required field. ※ If the paper is co-authored with international scholars, enter the data in related columns. (Please refer to the instructions in the performance

	system.) ※ For items that require certificate, points will not be counted if no certificate is provided. ※ Conference paper is referred to the top 50% of SJR and should be the full paper, the poster-form publication and summary will not be counted.	
Academic books (must have ISBN)		※ Enter the order of author and upload copyright page to related column. For academic book chapters, upload copyright page and the cover page of the chapter (including order of author) ※ For points earned from academic books, upload certificate offered by NTNU Press to the column "Evidence of Review Result". If the publication is for promotion, upload related certificate to the column. ※ Points will not be counted if certificates of the above items are not provided. ※ "SCOPUS Indexed Book Chapter" data must update and provide supporting documents in the "Distinguished Talent Incentive" application system under the "Add Data" option before importing it into the system. "ISBN" is a required field
Academic book chapters (must have ISBN)		

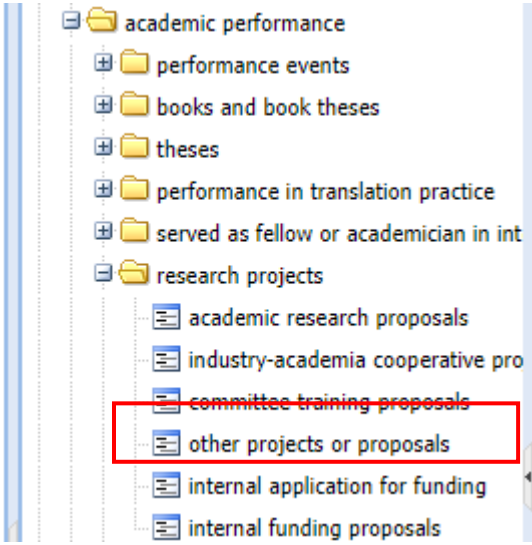|		
Performing at exhibition venues with a review mechanism at the municipal level or above (Venues listed on the accredited roster by the college)	※ This item does not require adding data in Teacher Performance system. Please add the data directly in the application system. 首頁　新案申請作業 ▾　新增資料 ▾　案件列表 ▾　登出系統 The recognition of municipal level (or above) venues with review mechanisms and the calculation method for performance sessions shall be conducted in accordance with the Regulations for Faculty Evaluation of College of Arts and College of Music. The items added in the application system must be accompanied by the upload of supporting documentation. Cases with incomplete data will not be scored.	
Promote Industry-academia collaboration		

NSTC research project (including NSTC industry-academia collaboration projects)	academic performance
	  ⊞ performance events
	  ⊞ books and book theses
	  ⊞ theses
	  ⊞ performance in translation practice
	  ⊞ served as fellow or academician in int
	  ⊟ research projects
	      academic research proposals
	      industry-academia cooperative pro
	      committee training proposals
	      other projects or proposals
	      internal application for funding
	      internal funding proposals
		※ Select the date and enter the total amount of project. For the multiple year projects , enter the data on a yearly basis, and upload approval list.
		※ Enter the data of NSTC industry-academia collaboration project in this category. It is regarded as a NSTC project.
		※For NSTC single integrated project, sub-investigator is seen to host one project and may be counted. (Evidence of serving as a sub-project leader in the project proposal and evidence of the distribution of execution amounts by each project leader must be provided for point calculation.)

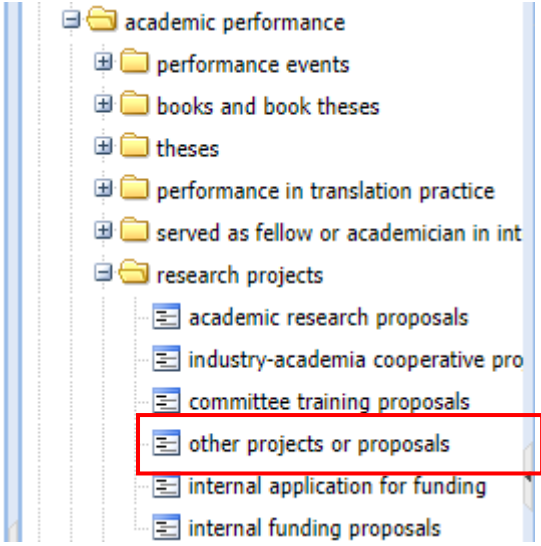|		
Management fees of Non-NTSC Government Project		※For Management fees of Non-NTSC Government Project The "project commissioning organization" should select "Ministry of Education" or "Other Government Departments", the "type of project" should select "Other" and please fill in the management fee amount and attach the supporting documents.
MOE Teaching Practice Research Project		※The "project commissioning organization" should select "Ministry of Education" and check the "type of project", and upload supporting documents. For USR projects, be sure to fill in the "amount of approved project funding" column to calculate the points correctly.
MOE university social responsibility (USR) Project		

Management fees of Non-Government Projects	academic performance
	  performance events
	  books and book theses
	  theses
	  performance in translation practice
	  served as fellow or academician in int
	  research projects
	    academic research proposals
	    industry-academia cooperative pro
	    committee training proposals
	    other projects or proposals
	    internal application for funding
	    internal funding proposals
	
	※Points of Non-Government Projects may be counted only if the projects are signed in the name of NTNU. Enter numbers in the column of management fee and upload project collaboration contract. For projects that have applied for exemption from management fee supplement, points will not be counted.	

	※Please make sure to fill in the "name of participating corporations". ※Please fill in the start and end date of the project, as the system will use the end date of the project as the basis for calculation.(Non-Government Projects)
Served as the overall project host of The Featured Areas Research Center Program of Higher Education Sprout Project or MOE The Program on Bilingual Education for Students in College (Each year, at most one project is eligible for consideration, with a value of 500 points for each project)	 Under the "Whether the proposal belongs to university-level project"colunm, please select "Yes". For "Identity of Participants in Project", choose "general principal investigator". Additionally, please make sure to enter either "深耕計畫特色領域中心總主持人" or "教育部大專校院學生雙語化學習計畫總主持人" in the "Other" colunm to facilitate the system in fetching data and calculating points.
Served as the project host or co-host of a major university-wide project (the overall project host is the president) (such as the MOE Aim for the Top University Project, Higher Education Sprout Project, MOE Featured Areas Research Center Program)	
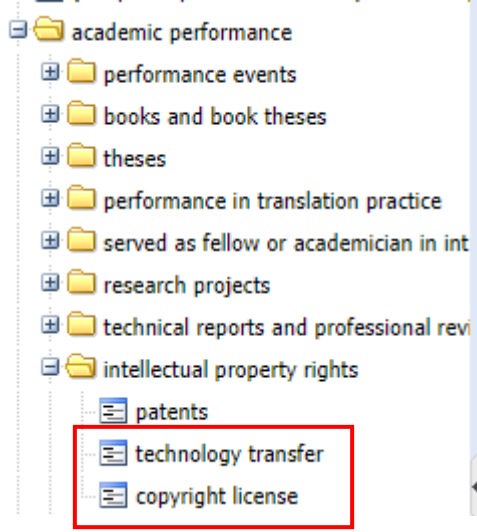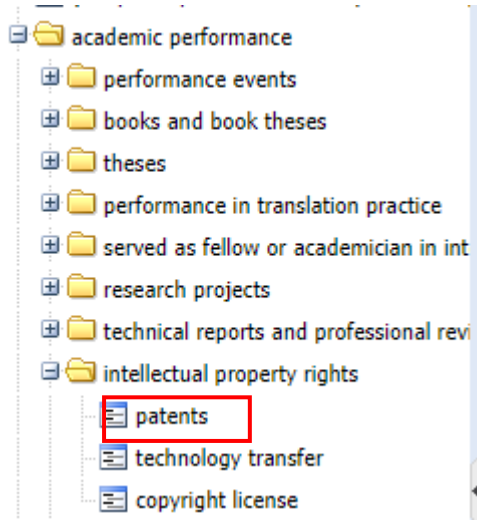
	※Select "Yes" column of "whether the proposal belongs to university-level project" and upload certificate.
Cumulative amount of technology transfer, publication authorization, NTNU research result spin-offs royalties and derivative profits are counted for 30 points for every NT100,000. Amount less than NT100,000 is counted for 30 points (including star-ups established in accordance with NTNU regulations, but not including NSTC prior technology transfer royalties.)	 ※For technology transfer, enter the amount with numbers and upload technology transfer contract. ※For copyright license, enter the amount with numbers and upload copyright license contract. Points of technology transfer and copyright license will be counted only if the contract is signed in the name of NTNU. NSTC prior technology transfer royalties are not included.
Domestic invention & patent		※ Points of patent not applied in the name of NTNU will not be counted. Enter the region of patent country and upload the PDF file of patent certificate. ※'Date of Patent Approval'(專利核准日期) must be filled in
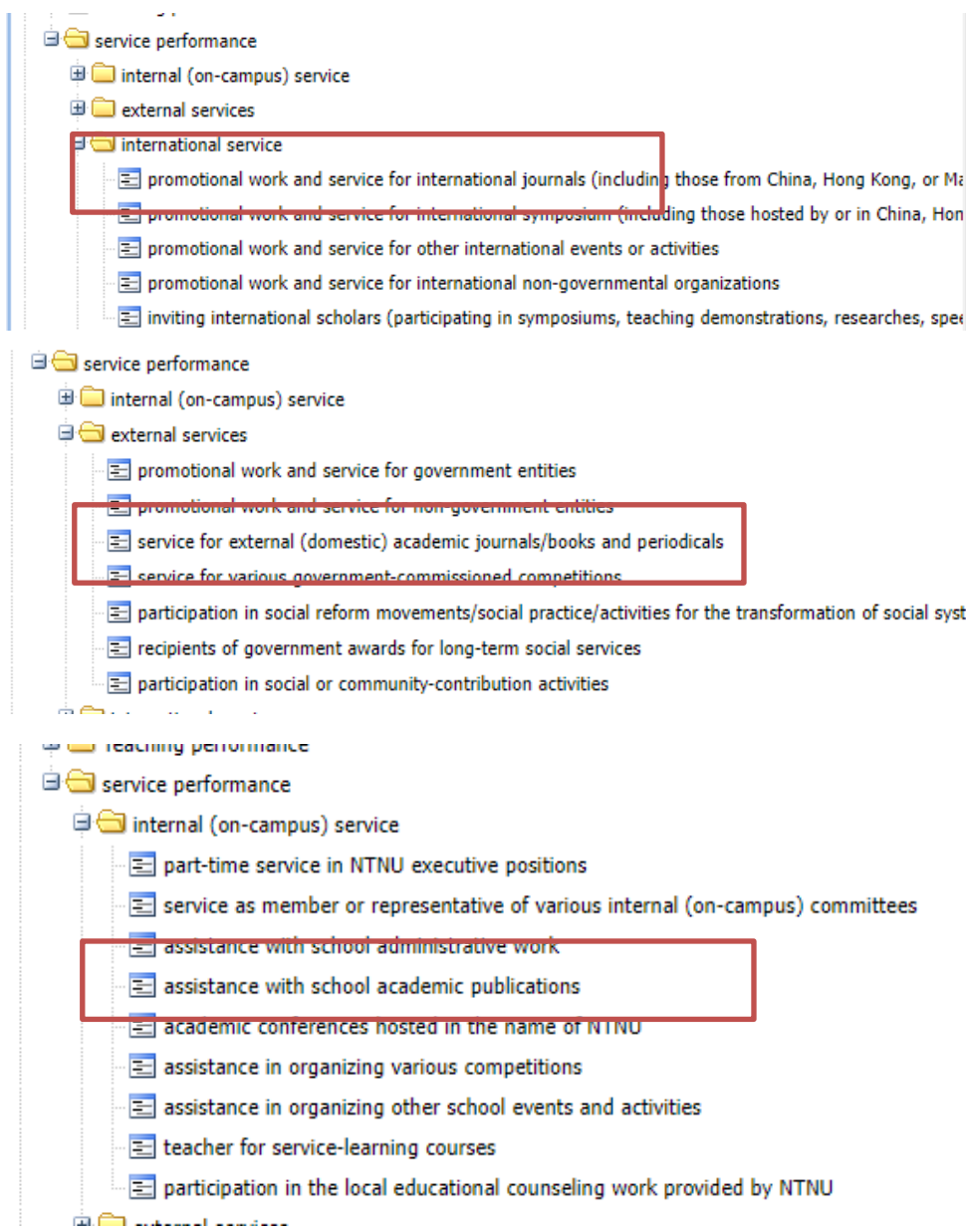
Overseas invention & patent			

Contribute to the promotion of international reputation

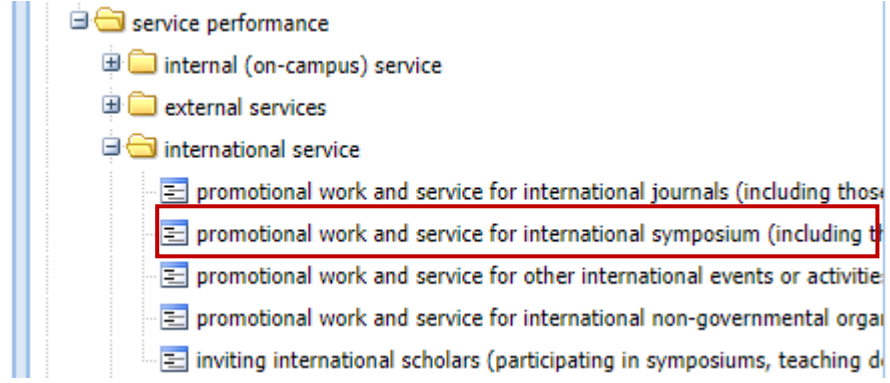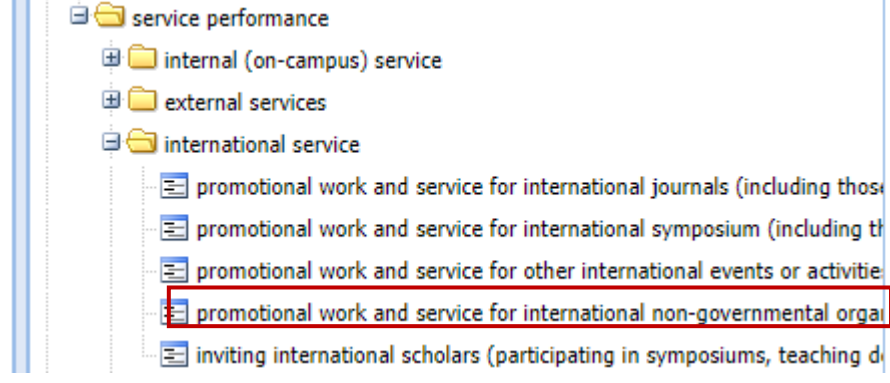|	
Served as the editor-in-chief/chief editor/ associate editor of a renowned domestic or foreign academic journal (SCI、SSCI、A&HCI、TSSCI、THCI) -Excluding guest editor Maximum of 100 points can be credited annually	This item is categorized into three different subdirectories in the teacher performance system Please fill in the options in the respective subdirectories based on the applicant's involvement in the journals. For detailed filling instructions, please refer to the instructions in the performance system. The start and

	end dates of the term served must be filled in for point calculation purposes, and the copyright page of the journal must be uploaded as supporting documentation. For "internal (on-campus)service/assistance with school academic publications" item. please manually enter "SCI, SSCI, A&HCI, TSSCI, THCI" in the " Journal Submission Categories" column. If the journal belongs to multiple databases, please choose one and fill it in accordingly.
International academic conference organized by NTNU which is collected in SCOPUS/ Academic conference of an international association hosted by NTNU/ Academic conference licensed by an international association hosted by NTNU	 ※Select the start date and end date of the duties undertaken. Also, select the type of conference. The duties undertaken must be "general chair" or "program chair" , and upload certificate.
Served as the chairperson of an international society (association)	 ※Select the start date and end date. Also, select the duties undertaken and upload certificate.

For items of " Executed NSTC international collaboration project" ," SCOPUS Indexed Book Chapter" and "Performing at exhibition venues with a review mechanism at the municipal level or above" , please update the data in the "Add Data「新增資料」" section of the application system. Then, import the updated data into the application system for further application.

(5) Note for Filling in Teacher Performance System：

● **Applicant shall log in "Teacher Performance and Department Achievement Management System" and this online application system with the same account. Applicants will fail to fill in the correct columns if different accounts are used.**

● Select the date from the calendar offered. Wrong fill-in format will cause system error and affect application result.

● Only numbers can be filled in the fee column. Any symbols and characters are not allowed. Wrong fill-in format will cause system error.

Correct example：25000000

Wrong example：NT25000000、25,000,000、NT25,000,000、25000000 元、新台幣 25000000 元、25000 千元、2500 萬元

Upload evidence or certificates if needed. They system will regard performance without evidence or certificates as invalid information.
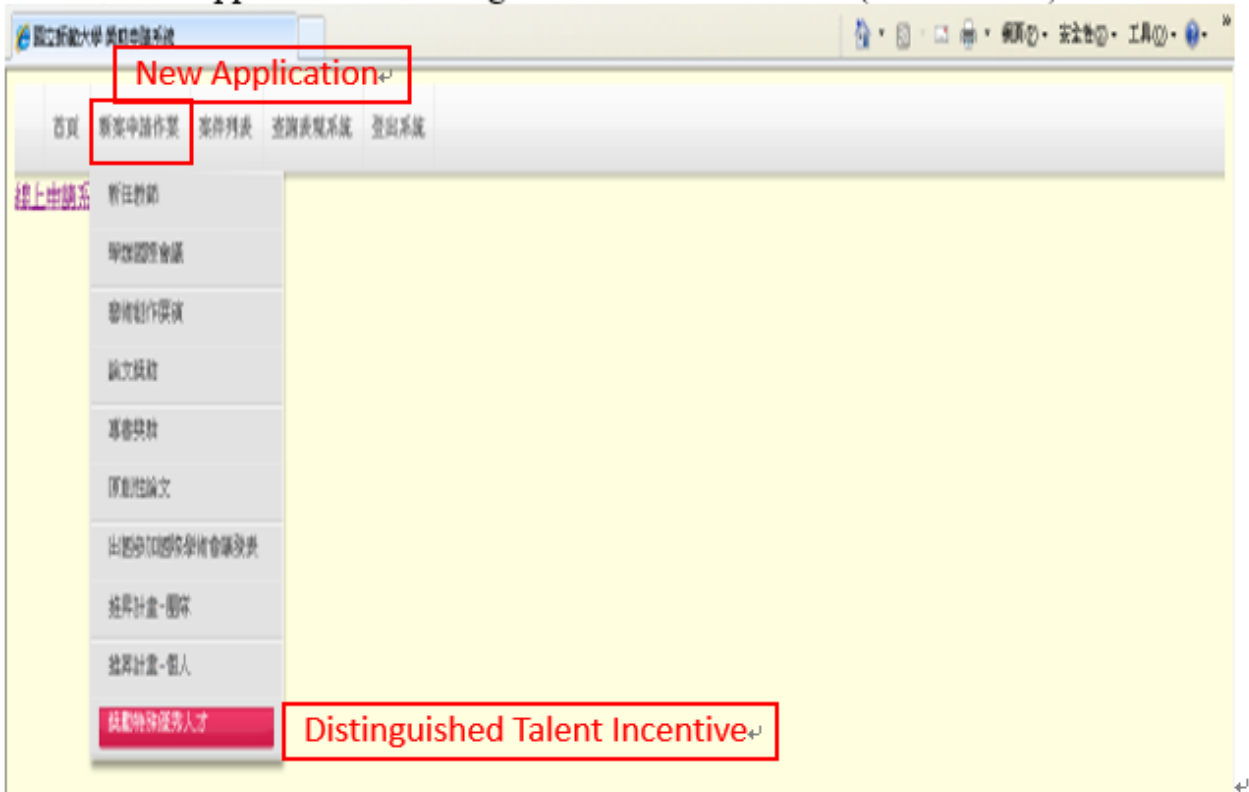
5. Instructions on the Application System
(1) Log in NTNU iPortal (Please refer to the steps on the first page)
(2) Click "System of Office of Research and Development" / "Office of Research and Development Application System"

(3) Click "New Application"- Distinguished Talent Incentive (the last item).

(4) For items of "Executed NSTC international collaboration project", "Joint dual-degree for foreign students", and "SCOPUS Indexed Book Chapter" data must update and provide supporting documents in the "Distinguished Talent Incentive" application system under the "Add Data" option before importing it into the system.
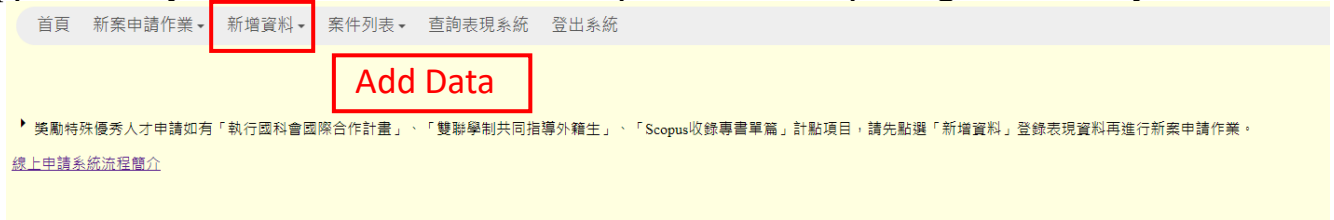
(5) After reading the instructions carefully, click "Agree". For teachers on maternity and parental leave in the past five years, check and upload evidence. The adoption period of data will be entended to seven years automatically.

(6) Check the items to be counted, and press confirm button.

(7) Fill personal information in the application form, and make sure the points counted listed at the bottom of the page are correct. If all the information is correct, click "Apply".

國立臺灣師範大學獎勵特殊優秀人才辦法
申請表

申請編號：　　　　　　　　　　　　　　　　　　　　申請日期：112 年 5 月 7 日

申請人系所	學術單位 ▼ / 請選擇 ▼ ▼	歸屬處別及學門專長	人文處 ▼ / H22區域研究及地理 ▼		
姓名	[　　　　　] 姓名必填	職稱	請選擇 ▼ 職稱必填		
聯絡電話	（公）02-7749		（私）12354689789		
E-mail	[　　　　　　　　　] E-mail必填				
到職日期	2001/8/1				

項目	學術類別		點數	數目	合計點數
	Science, Nature		1000點/篇	1	1700
	Scopus	SJR ranking 前5%	120點/篇	2	408
		SJR ranking 前25%	80點/篇		
		SJR ranking 前50%	40點/篇		
		SJR ranking 後50%	20點/篇		

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擔任國外大學的校務、系所評鑑委員、國際學(協)會委員會主委

1.(2022) 國際學(協)會委員會主委 test 國際協會委員會主委(點數：5) 文件

2.(2018) 國際學(協)會委員會主委 test 國際協會委員會主委(點數：5) 文件

3.(2021) 國外大學研究生論文口試委員 test 評鑑委員(點數：5) 文件

4.(2019) 校務、系所評鑑委員 test 評鑑委員(點數：5) 文件

執行國科會國際合作計畫

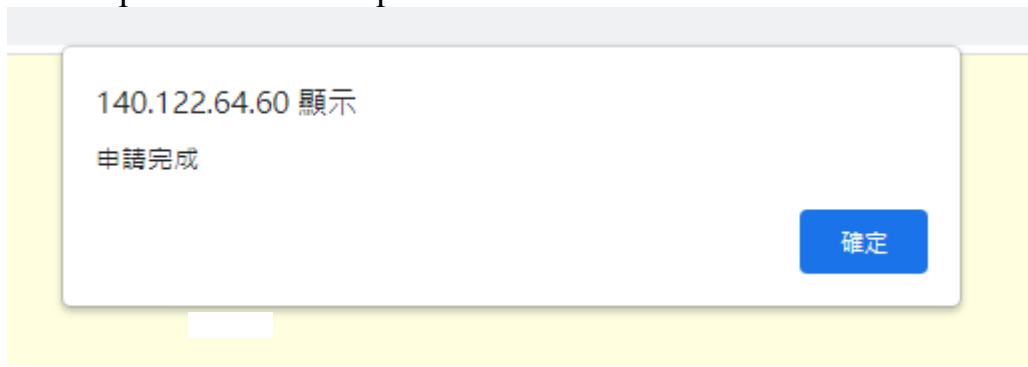1.國科會國合(金額：300000)(點數：60) 文件

2.國科會國合2(金額：200000)(點數：60) 文件

雙聯學制共同指導外籍生

1.姊妹校(點數：20) 文件

2.姊妹校(點數：20) 文件

[申請] [回同意頁並重新計算點數]

Apply

(8)Application completed: After the message "Application completed" shows, click "OK" and the application is sent successfully. The full application form shows, and it means the procedure is completed.

(9)Notification for Return and Re-application

    After the application is reviewed, the system will notify the applicant of the result of application via email. If there is any data that is not adopted or needs to be corrected, send the application again after correcting the data.

Path: Application List / Distinguished Talents / Status (Return: Reason)

    Correcting the data in teacher performance system based on the reasons, and click "Apply Again" in the application system to send the application again. (Data that is not adopted will not be downloaded when the application is sent again.)

學術論文著作表

類別	年份	論文名稱	出版期刊	作者順序	SJR百分比	博士期	國際合著	合著姓名機構	FWCI值	點數	檔案	審核	理由
Scopus	2018	01_test-Scopus-nature	nature	第一	Science,Nature	否	是	xx	2	1700	文件佐證FWCI證明	補證	test補
Scopus	2018	02_test-Scopus-5%	plos one	通訊	前5%	否	是	ab	2	204	文件佐證通訊雄明FWCI證明	通過	

論文總點數

重新申請 Apply Again

學術論文著作表

類別	年份	論文名稱	出版期刊	作者順序	SJR百分比	博士期	國際合著	合著姓名機構	FWCI值	點數	檔案	審核	理由
Scopus	2018	01_test-Scopus-nature	nature	第一	Science,Nature	否	是	xx	2	1700	文件佐證FWCI證明	補證	test補
Scopus	2018	02_test-Scopus-5%	plos one	通訊	前5%	否	是	ab	2	204	文件佐證通訊雄明FWCI證明	通過	