**Global FD *LOOK* Program**

**Trip Report**

Welcome back! We hope you gained valuable experiences through the LOOK program. Please be so kind as to include the following information in your trip report.

1. Name
2. UTokyo affiliation(s)
3. Name of conference
4. Date and location
5. Summary of your experience and what you have learned (400-800 words)
6. How you plan to apply what you have learned to the teaching and learning environment at UTokyo (e.g., in the classroom or the program you work on) (400-800 words)
7. Any additional materials related to your trip (e.g., photographs, brochures, website links)

Please note that the report will be published in the Global FD annual report. Excerpts of your report may also appear in Global FD publicity material, which includes the website currently under construction. If you include any images (e.g., photographs, online screenshots) in your report, please make sure that they do not violate any portrait and/or copyright regulations.

Please submit your report to gfd-tokyo@adm.c.u-tokyo.ac.jp as a word document within two weeks of your return. Thank you!