

臺北醫學大學研究發展處研究推動中心

醫學插圖服務申請表

TMU Academic and Science Graphic Illustration Service Application Form

申請案號 Num. : _____

| | | | | | | |
|-----------------------------|--|--|------------------|--|-------------|--|
| 申請人 Applicant | 姓名 Name | | 單位 Department | | 職稱 Title | |
| | 手機 Phone | | E-mail | | | |
| 研究題目 (英文) Research Topic | | | | | | |
| 目的 Purpose | <input type="checkbox"/> 投稿 Submission <input type="checkbox"/> 計畫 Project | | | | | |
| 資料提供 Information | <input type="checkbox"/> 草稿 Draft <input type="checkbox"/> 相關圖片 Related Picture <input type="checkbox"/> 詳細說明 Detailed Description <input type="checkbox"/> 手術圖 Surgical picture <input type="checkbox"/> 相關論文 Related Paper <input type="checkbox"/> 其他 Other | | | | | |
| 資料公開 Data Privacy | 繪圖完成後是否同意繪圖師將完成圖公開於作品集 <input type="checkbox"/> 同意 <input type="checkbox"/> 不同意 Do you agree to allow the designer to include the illustration in his/her public portfolio? | | | | | |

注意事項

- 本服務接案順序採先到先受理原則，每人/每論文受理一案(張)，依序完成案件。每案至少7個工作天，無論難易，不接受急件。並視圖片複雜度，若為圖型包含系列多圖，則每圖至少7工作天。
All cases will be dealt on "first come first served" basis. Each applicant shall apply one case at a time. Each case will take minimum of 7 days. No urgent cases accepted. If there are more than one image in a picture, each image will take minimum of 7 days.
- 委託人需先行填妥申請單後送交本處，本處將於依時間順序排定後安排第一次討論，申請單內須包含：詳細內容說明、簡單草圖(請貼於申請表第二頁)、相關資料及圖片(如：手術圖或圖片上所需的文字)。
The applicant should fill the application form then submit it to the R&D office. All cases will be handled and scheduled in the order in which they were received. The application form should include the following information: detailed description, draft (please paste on the second page), related file (ex. surgical picture, editable text)
- 第一次諮詢後繪圖師將提供初版圖片，並由委託人校閱、提出應修改部分。修改校閱以三次為限，完稿後，若因投稿後期刊回覆而有修改需求，允許小幅度修改乙次。
After the first discussion, the designer should provide a draft, and the client should review the work and can ask for modification. Revision is limited to three times. After completing the artwork, the client can only ask for a 10% modification once it's on the journal's request.
- 完成圖經委託人確認無誤後，繪圖師提供完成圖最適電子檔。完成圖無法修改。
After the final confirmation, the designer should provide the most suitable soft copy. The final confirmed artwork will no longer be revised.
- 以上各項完成後即可結案。
The case will be closed once everything listed is completed.
- 發表論文被接受及刊登時，請務必主動通知本中心。
When the research article is published, please kindly inform the R&D Office.

我已經了解並同意上述內容 I accept all contents above

申請者簽名 Signature : _____ 日期 Date : _____

申請人 Applicant : _____ (簽章 Signature)

收單日期 Application Received Date : _____

日期 Date : 年(Y) 月(M) 日(D)

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請提供草圖(可浮貼於欄內) Please provide draft (or paste the draft here)