

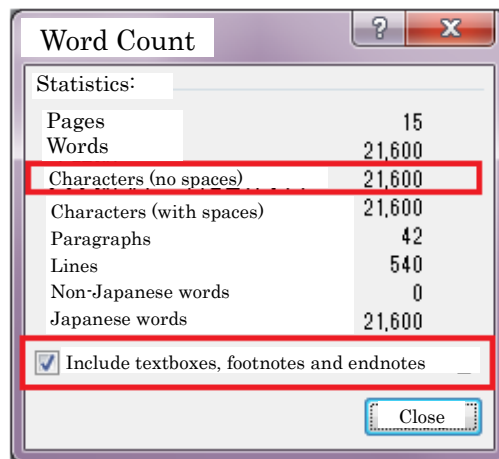
# The 38th (2015) Hosei University Essay Contest

## Entry Guidelines

The purpose of the Hosei University Essay Contest is to encourage the university's students to pursue their academic goals while improving their logical writing skills as well as to publicize outstanding essays widely to society. This year's contest marks its 38th year. Unlike simply turning in papers, applicants for this essay contest are required to follow some rules, such as they must thoroughly review previous studies before actually writing an essay. For this purpose, applicants should make continuous efforts to improve their skills in seminars and through other academic activities. Once students have developed essay writing skills, they will be able to communicate persuasively. We look forward to original and quality essays being submitted by many students.

### 1. Entry Guidelines

Eligibility	Undergraduate students and correspondence course students of Hosei University (excluding graduate students and non-degree students) Applicants can be individuals or groups; however, collaborations with undergraduate or graduate students of other universities, or with graduate students or graduates of Hosei University, who are not eligible for the essay contest, are not allowed.
Essay topic	No specific topic. Select the essay topic of your interest.
Language	Japanese or English
Format	A4 size paper single sided <b>✕NO handwriting</b>
File format (No other formats are acceptable.)	Microsoft Office Word (*.doc,*.docx,*.docm) Microsoft Office Excel (*.xls,*.xlsx,*.xlsm) <b>✕An Excel file must be used to present figures, tables and other graphic elements, and a Word file must be used for the text.</b>
Length of essay, size of the characters	<p>•<b>Japanese essay: No more than 24,000 characters (approx. 15 pages in A4 size paper, with 40 characters × 40 lines in each page) ,10.5 point</b></p> <p>•<b>English essay: No more than 12,000 words,10.5point</b></p> <p>Including the Table of Contents, notes, figures and tables, references, statistical data, etc., but excluding the Cover Sheet.</p> <p>How to count the number of characters/words:</p> <p>Use the Word Count tool in your Word document and see the number for “<u>Characters (no spaces).</u>” Be sure to tick the box for “<u>Include text boxes, footnotes and endnotes.</u>”</p>
Submission period	<b>From Friday, October 2, 2015 to Friday, October 9, 2015 (as indicated by the postmark on the envelope)</b> <b>No entries will be accepted after the deadline</b>



Submission  
procedure

**Essays must be submitted both in paper and electronic forms by the deadline.**  
The paper version and the electronic version must be identical. Corrections to submitted essays or replacement of submitted essays are NOT allowed.

Paper format

**3 copies** (which can be photocopied as long as figures, tables and other graphic elements are clearly shown) of the essay must be submitted to the following address by simplified registered mail or other forms of recorded delivery.

◆ “The 38th Hosei University Essay Contest Cover Sheet (Original)” must be attached to one of the three copies, and “The 38th Hosei University Essay Contest Cover Sheet (Copy)” must be attached to the remaining two copies of the essay to be submitted.

◆ **Do not turn in essays directly to the Secretariat. Even students at Ichigaya Campus must send essays by mail by the deadline as indicated by the postmark on the envelope.**

Essay in paper form must be mailed to:

Hosei University Essay Contest Secretariat (Academic Planning Section, Academic Affairs Department)

58' Building 2F, Ichigaya Campus Hosei University  
2-17-1 Fujimi, Chiyoda-ku, Tokyo 102-8160

Tel.: 03-3264-9303 Fax: 03-3264-9876

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Essay in electronic format

**The electronic version of the essay (in Word and Excel format, not in PDF format) along with completed “Essay Contest Submission Form”** must be submitted by email attachment to the following address:

◆ Name the files as follows:

Student ID number (in one-byte characters)\_(underscore)Your Full Name\_(underscore)Essay Topic

Example: 13A9876\_Taro Hosei\_Relationship Between Yourself And Others In Modern Society

◆ Send the essay (including the table of contents, notes, figures and tables, references, data, etc.) ONLY. Do not attach the cover sheet, checklist, and abstract submission form.

◆ Fill in the subject line as follows:

2015 HoseiUniversity Essay Contest\_(underscore)Student ID number (in one-byte characters)

Example: 2015 Hosei University Essay Contest\_13A9876

Essay in electronic form must be emailed to:

Essay Contest Secretariat, Academic Planning Section, Academic Affairs Department,  
Hosei University at kensho2015@ml.hosei.ac.jp

**Caution! Be sure to send the essay to the correct address!**

**Upon receiving an essay entry, the Secretariat will send an email to the applicant to confirm that the essay has been accepted. If you do not receive a return email from the Secretariat within 24 business hours after the submission of your essay via email, please contact us at the phone number on the next page in case your essay has not been received.**

Faculty recommendation and preliminary screening	As a rule, all entries must be recommended by a faculty member (see the Recommendation Form Guidelines); however, essays without recommendations are also acceptable but they are subject to preliminary screening (see the Recommendation Form Guidelines).
Download of application forms	All the forms you need to submit your essay can be downloaded from Hosei University Website Top Page>Campus Life>Extracurricular Activities>Hosei University Essay Contest at <a href="http://www.hosei.ac.jp/campuslife/katsudo/kensho/index.html">http://www.hosei.ac.jp/campuslife/katsudo/kensho/index.html</a> .
Other requirements	Only unpublished essays are eligible. Essays must be written and submitted according to the Entry Guidelines and Essay Writing Guidelines.
For inquiries: (Secretariat)	Academic Planning Staff, Academic Planning Section, Academic Affairs Department Tel.: 03-3264-9303

## 2. Evaluation and Winner Announcement

Selection processes	Each entry will be evaluated for quality by the Essay Contest Judging Committee in the following two steps ① and ②. The committee may interview applicants if deemed necessary. ① Preliminary screening : Only essays without a faculty recommendation will be assessed for style and format based on the Entry Guidelines and Essay Writing Guidelines. The content of the essays will not be evaluated in preliminary screening. The essays that have passed preliminary screening will be evaluated by the committee. ② Evaluation : Each entry will be evaluated by judges and the Essay Contest Judging Committee.
Winner announcement	Award winners will be announced around mid-February 2016 on the university's website and on the bulletin boards of the winners' department. An award ceremony will be held on Tuesday, March 1, 2016 at Ichigaya Campus. (Detailed information on the award ceremony will be notified to the winners.)
Prizes	President's Special Prize : 300,000 yen First Prize : 200,000 yen Second Prize : 150,000 yen Honorable Mention : 50,000 yen Selected Works : 10,000 yen

## 3. Handling of Essays Submitted

The copyright of essays submitted will be held by the university and no essays will be returned to the applicants. The essays submitted will be handled in accordance with the university's personal information protection rules. The applicants are strongly advised to back up the data to be submitted because no data will be returned.

## 4. Others

- (1) If there is any inconsistency between the paper and the electronic versions of an essay submitted, the paper version shall prevail for evaluation.
- (2) Past winning essays can be found at the university libraries in each campus and are also posted on the university's website at <http://www.hosei.ac.jp/campuslife/katsudo/kensho/index.html>.
- (3) The President's Special Prize, First Prize, and Second Prize winning essays will be published in "Hosei University Essay Contest Winning Essay Collection" and will be deposited in the Hosei University Repository at <http://repo.lib.hosei.ac.jp/>.
- (4) The faculties/departments and the grade levels that the authors and co-authors of winning/selected essays are in, the full names and head-and-shoulders photos of the authors and coauthors, and the essay topics and keywords of winning/selected essays may be published on the university's website, the bulletin boards of each department, the "Hosei University Essay Contest Winning Essay Collection," and other prints issued by the university.
- (5) No acknowledgement may be included in entries; however, winning essays are allowed to add acknowledgement for the publication in the "Hosei University Essay Contest Winning Essay Collection."

The Entry Guidelines and forms needed for entry are available from the University website.  
Hosei University Top Page > Campus Life > Extracurricular Activities > Hosei University Essay Contest  
<http://www.hosei.ac.jp/campuslife/,katsudo/kensho/index.html>

# Essay Submission Guidelines

## 1. Necessary documents

Be sure to prepare and submit every one of the required documents as follows. The paper version and electronic version of your essay must be submitted on the same day. Please note that submitted essays cannot be corrected or exchanged.

※The necessary documents are available from the university's website at <http://www.hosei.ac.jp/campuslife/katsudo/kensho/index.html>

①Cover sheet (2 types)	<p>(1) Use the designated form and provide correct information.</p> <p>(2) “The 38th Hosei University Essay Contest Cover Sheet (Original)” must be attached on the front of one of the three copies of your essay, and “The 38th Hosei University Essay Contest Cover Sheet (Copy)” must be attached on the front of the remaining two of the three copies of your essay for submission.</p> <p>(3) For co-authored essays, the names of the primary author and co-authors along with their departments must be provided in the cover sheets.</p>
②Abstract & Keywords Submission Form	With reference to the designated format, write an abstract of approximately 600 characters (40 characters × 15 lines) for your essay. Do not forget to include keywords. Please note that essays without an abstract and keywords are not eligible.
③Essay • Table of contents  • Body	<p>Each essay must have a table of contents.</p> <p>The table of contents must be on Page 1 and the essay must start from Page 2. Read thoroughly the “Essay Requirements” and “Notes on writing essays” to fully understand the essay format and provide all necessary information.</p>

In addition to the paper version as explained above, the electronic version (The essay data and a completed Essay Contest Entry Sheet) must be submitted.

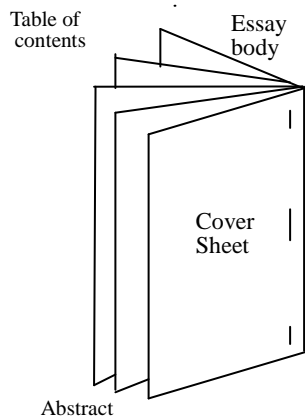
### How to bind your essay

- (1) For submitting your essay, **①Cover Sheet, ②Abstract & Keywords Submission Form and ③Essay must be put together in this order in the following manner.**
- (2) Each entry must be stapled in approximately three points (not paper clipped) or must be tied by threading a string through two holes.
- (3) Use cardboard or other materials to keep a thick manuscript neat. In such a case, attach a designated cover sheet on the cardboard.

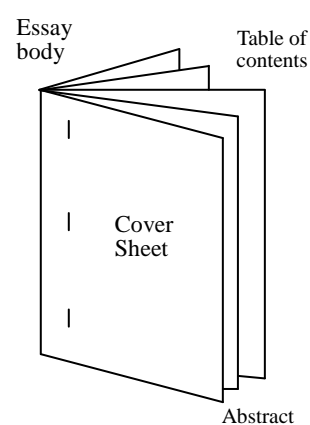
Example of a table of contents

Title	
Table of contents	1
Introduction	2
Chapter 1○○	4
Chapter 2○○	10
Conclusion	15
References	20
<b>1</b>	

Binding a vertically-written essay



Binding a laterally-written essay



↙ **Table of contents must be listed on Page 1 and the essay must start from Page 2 and the subsequent pages must be numbered.**

## 2 . How to write an essay for the contest

Before writing your essay, please read the “Entry Guidelines” and the “Essay Writing Guidelines.” Please note that an essay only about your personal experiences or the explanation of your personal/social background, or a book report, or is quite short in content is not regarded as eligible and will not be evaluated.

## 3 . Faculty recommendation and preliminary screening

Before submitting your essay, you are required to consult your academic supervisor on how to write and structure your essay. As a rule, each applicant is required to obtain a recommendation from faculty. Entries without faculty recommendation are also accepted; however, they are subject to preliminary screening.

<Faculty recommendation >

Before submission, the format and structure of your essay need to be checked by your seminar instructor or other faculty member who provided you with advice on essay writing, and you must obtain the signature and seal of the instructor/faculty advisor in the column “Faculty Recommendation” on the Cover Sheet. Only faculty members of Hosei University are allowed to sign and seal on the cover sheet. Essays recommended by faculty will be evaluated without going through preliminary screening.

<Preliminary screening >

Entries without faculty recommendation will be subject to preliminary screening by the Essay Contest Judging Committee to be checked for inadequacies in the format and for plagiarism. The objective of preliminary screening is to make sure that each essay is written in the proper format in accordance with the Entry Guidelines and the Essay Writing Guidelines, and then the content of the essay will be evaluated.

**※Essays without a faculty recommendation due to unavoidable reasons, such as applicants do not enroll in a seminar or they are in correspondence education courses, will also be subject to preliminary screening.**

## 4 . Plagiarism

Plagiarism (the act of taking someone else’s writing or ideas and passing it off as one’s own without permission) is an unforgivable act that is counter to the obligations of students. If an essay submitted contains any part considered to be plagiarized, it will be disqualified. Any plagiarism discovered will be reported to the faculty/department the applicant belongs to and he/she may be punished. If it is an awarded essay, the prize will be taken away. **References, if any, must be clearly listed in a proper style using notes or a reference list.**

## 5. Checklist

Before submitting your essay, you are required to confirm whether necessary documents do not have deficiency, using your checklist.

# Essay Writing Guidelines

Essay Contest Judging Committee

Each year, similar format errors and poor technical quality are seen in not a few essays submitted to the essay contest. Essays that lack proper formatting or do not meet technical standards will receive a low score or may be disqualified, even if they have compelling content. Such errors can be avoided with due care. Once you have acquired effective essay writing skills, you will be able to communicate ideas persuasively. Here are some writing techniques that will help you to write better essays. **Please note that an essay only about personal experiences or the explanation of personal/social background, or a book report, or quite short in content is not regarded as eligible and will not be evaluated.**

1. Define your thesis statement in the introductory paragraph, and refer to previous studies as supporting evidence.
  - (1) The thesis statement of your essay should be presented, for example in the form of a question to be answered, in the introductory paragraph (preface, introduction, Chapter I, exordium, prologue, etc.). It is also preferable to provide reasons and backgrounds for the selection of your topic.
  - (2) The body of the essay should consistently support the main idea and develop your argument by answering the question. You cannot write a good essay without defining the thesis statement in the opening.
  - (3) It is crucial to explore relevant previous studies before writing your essay. When you review previous studies to examine what questions were addressed, how they were concluded and what questions are yet to be answered, and borrow information from previous studies in your writing, identify the sources of the information you have cited.
  
2. At the end of your essay (conclusion, closing remarks, afterword, final chapter, summary, epilogue, etc.), you should summarize your ideas to answer your thesis stated in the introductory paragraph. The conclusion must be consistent with the introduction.
  
3. If your essay is based on a survey, an overview of the survey must be provided.
  - (1) Whether you conducted the survey individually, or you participated in the survey conducted by the seminar members.
  - (2) The date, place, the number of subjects, response rate, method (personal interview, mail-in questionnaires, etc.) of the survey
  - (3) The questionnaire or other material that show the content of the questionnaire must be attached.
  
4. When obtaining and collecting data and personal details to be included in your work, the information must be suitably handled and the privacy of the interviewee(s) properly respected.
  
5. Copying & pasting text from other sources is strictly forbidden.

You are not allowed to reproduce, in full or in part, any text written by somebody else unless properly referenced. If you wish to quote or refer to other sources of literature then they must be accurately accredited according to academic conventions (see point number 6).

6. A table of contents, notes and references must be provided in a proper style.

(1) Each entry must contain a table of contents on Page 1. The essay must start from Page 2 and the subsequent pages must be numbered.

(2) Notes must be numbered consecutively and listed at the end of each chapter or the end of the essay or must be listed as footnotes on each page. Each citation must include the page number of cited material.

(3) In addition to notes, references must be listed at the end of your essay.

Each reference must include the names of all authors/editors/translators, book/article title, journal title, year of publishing, publisher and other necessary information. It may be impossible to identify the source of material obtained via the Internet. In such a case, the URL and access date must be added. (When material found on the Internet is also available as a book, a journal, a report or other printed form, the printed material must be used as a reference.)

7. Get started well in advance and revise your essay.

(1) In general, it is extremely difficult to write a good essay without revising it. It is better to revise your essay as many times as possible until it is finalized.

(2) You should therefore get started well in advance to secure enough time to revise your essay. It is unfortunate to see many essays that fail to fully develop the argument throughout them probably due to a lack of time.

8. In preparation for writing essays, you are advised to keep your reading logs and store your ideas in two types of notebooks (cards). It is impossible to write good essays without organized accumulation of knowledge and ideas.

9. Abstract

The selection of the topic, the analytical method, the development of the argument and the conclusion of your essay must be clearly summarized in approximately 600 characters (40 characters × 15 lines). An abstract is a key to appeal the significance of your essay to judges.

10. There are a number of books that explain how to write essays. Some of them are listed below.

The Hosei University Online Public Access Catalog (OPAC) System available on the University Library's web site and the Pathfinder (guide to subject searching) are also useful tools.

ITASAKA, Hajime. (1973) "*Kangaeru Gijutsu, Kaku Gijutsu* (Critical Thinking and Writing Techniques)" Kodansha Gendai Shinsho (in Japanese)

ITASAKA, Hajime. (1977) "*Kangaeru Gijutsu, Kaku Gijutsu Zoku* (Critical Thinking and Writing Techniques Part II)" Kodansha Gendai Shinsho (in Japanese)

ECO, Umberto. (1991) "*Come si fa una tesi di laurea* (How to Write a Thesis)" Isamu TANIGUCHI (Trans.). Jiritsu Shobo

UMESAO, Tadao. (1969) "*Chiteki Seisan no Gijutsu* (The Art of Intellectual Production)" Iwanami Shinsho (in Japanese)

UNO, Yoshikata; Hiroshi HIDAKA; Haruo NISHIHARA; Otohiko HASUMI. (1978) "*Tanbun Shoronbun no Kakikata* (How To Write Short Sentences and Essays)" Yuhikaku Shinsho (in Japanese)

OGASAWARA, Hiroyasu. (2002) "*Daigakusei no Tameno Report Ronbun Jutsu* (Report and Essay Writing Techniques for College Students)" Kodansha Gendai Shinsho (in Japanese)

- KINOSHITA, Koreo. (1981) "*Rikakei no Sakubun Gijutsu* (The Art of Scientific Writing)" Chuko Shinsho (in Japanese)
- KINOSHITA, Koreo. (1990) "*Report no Kunitate Kata* (How to Structure Reports)" Chikuma Library 36 (in Japanese)
- SAITO, Takasi. (1988) "*Gakujutsu Ronbun no Giho Zouhoban* (Academic Writing Techniques – Enlarged Edition)" Japan Editors School Publishing (in Japanese)
- SAKAI, Satoki. (2006) "*Korekara Ronbun wo Kaku Wakamono no Tameni* (To Help Young People to Write Essays)" Kyoritsu Publishing (in Japanese)
- SAWADA, Akio. (1977) "*Ronbun no Kakikata* (How to Write Essays)" Kodansha Gakujutsu Bunko (in Japanese)
- SAKURAI, Masao. (1998) "*Report Ronbun no Kakikata Jokyū* (How to Write Reports and Essays - Advanced Level)" Keio University Publishing (in Japanese)
- Jiji Kyoiku Kenkyū Kai (Ed.) (2000) "*Ronbun/Report no Kakikata to Sakubun Giho* (How to Write Essays and Reports and the Art of Writing)" Gabundo (in Japanese)
- SHIMIZU, Ikutaro. (1959) "*Ronbun no Kakikata* (How to Write Essays)" Iwanami Shinsho (in Japanese)
- SHIRAI, Toshiaki and Ichiro TAKAHASHI. (2013) "*Yokuwakaru Sotsuron no Kakikata* (How to Write a Thesis) [second edition] ” Yawaraka Academism Wakaru Series. Minerva Shobo (in Japanese)
- SUGIHARA, Shiro; Tadashi INOUE and Takashi ENOMOTO. (1979) "*Kenkyū Report no Susume* (Introduction to Research Reports)" Yuhikaku Shinsho (in Japanese)
- TAKAGI, Takashi. (2000) "*Rikakei no Ronbun Saho* (How to Write Papers in Scientific Fields)" Maruzen (in Japanese)
- TANAKA, Kyoko (Ed.). (2009) "*Yokuwakaru Manabi no Giho* (Introduction to the Art of Learning) Second Edition" Yawaraka Academism Wakaru Series. Minerva Shobo (in Japanese)
- SAKATA, Seiko and Roy Larke. (1998) "*Daremo Oshienakatta Ronbun Report no Kakikata* (How to Write Essays and Reports)" Sogo Horei Publishing (in Japanese)
- MARUYA, Saiichi. (1980) "*Bunshō Dokuhon* (A Book on Writing)" Chuko Bunko (in Japanese)
- WASHIDA, Koyata. (1999) "*Nyūmon Ronbun no Kakikata* (Introduction to Essay Writing)" PHP Institute (in Japanese)





**Note:**

**Submit three copies of your essay. Attach “The 38th Hosei University Essay Contest Cover Sheet (Original)” to one of the copies, and “The 38th Hosei University Essay Contest Cover Sheet (Copy)” to the remaining two copies**

<b>The 38th Hosei University Essay Contest Cover Sheet (Copy)</b>		
<b>Essay Topic</b>		
<b>Applicant (Primary Author)</b>		
<b>I *Correspondence Education</b>	<b>Faculty/Department</b>	<b>Grade</b>
<b>Number of co-authors (Please put a check mark (✓) in the applicable box, and enter the number of co-authors, if any.)</b> <input type="checkbox"/> _____ <b>persons (excluding the applicant)</b> <input type="checkbox"/> <b>None (The applicant only)</b>		
<b>【Signature block of Applicant (Primary Author)】</b>		
◎Before submitting your essay, you are required to confirm whether necessary documents do not have deficiency, using your checklist.		
<b>I will submit my essay with Abstract &amp; Keyword Submission Form, Table of contents and References.</b>		
<b><u>Date: 2015/    /    Name of Applicant (Primary Author):</u></b> _____		
<b>Submission Period: From Friday, October 2, 2015 to Friday, October 9, as indicated by the postmark on the envelope</b>		

**The 38th (2015) Essay Contest**  
**Abstract & Keywords Submission Form**

- This form must be inserted behind the cover sheet.
- Keywords are essential and should preferably be limited to two to three words.
- The selection of the topic, analytical method, the development of your argument and obtained conclusion must be clearly summarized in approximately 600 characters (40 characters×15 lines).

**EXAMPLE**

1. **Keywords** \*Entry is required. Keywords are essential and should preferably be limited to two to three words.

(Example) Unemployment rate, aging society, statistical survey...

<< Please fill out below. >>

2. **Abstract** \*Entry is required. The selection of the topic, analytical method, the development of your argument and obtained conclusion must be clearly summarized in approximately 600 characters (40 characters×15 lines).

<<Please fill out below. >>

# Checklist

**Before submitting your essay, you are required to confirm whether necessary documents do not have deficiency, using this checklist. It is not necessary to submit this.**

Enter a check mark (✓) in each of the following boxes after confirming that your essay meets the corresponding requirement.

Entries failing to meet the requirements or not in a proper format may be disqualified.

Please read the Essay Requirements and other necessary information thoroughly to make sure that your entry will be accepted.

- Is the “Abstract & Keywords Submission Form” attached?
- Are keywords provided? (Keywords are essential and should preferably be approximately 2 – 3 words)
- Is the Table of Contents included?
- Is the Table of Contents listed on Page 1? Are the essay pages numbered?
- Are references listed?
  - Each reference must include the names of authors/editors/translators, book/article title, journal title, year of publishing, publisher and other necessary information. It may be impossible to identify the source of material obtained via the Internet. In such a case, the URL and access date must be added.
  - When material found on the Internet is also available as a book, a journal, a report or other printed form, the printed material must be used as a reference.
- Are the sources of all cited information listed?
- Are notes numbered consecutively and listed at the end of each chapter or at the end of the essay or listed as footnotes on each page? (Each citation must include the page number of cited material.)
- Is the length of your essay appropriate?
- Are there any typos?
- Did you get faculty recommendation? (An entry without faculty recommendation will be subject to preliminary screening.)
- Did you prepare both paper version (three copies) and electronic version of your essay for submission?

Plagiarism (the act of taking someone else’s writing or ideas and passing it off as one’s own without permission) is an unforgivable act that is counter to the obligations of students. If an essay submitted contains any part considered to be plagiarized, it will be disqualified. Any plagiarism discovered will be reported to the faculty/department the applicant belongs to and he/she may be punished. If it is a prize winning essay, the prize will be taken away. References must be clearly listed in a proper style.

## Note:

The faculties/departments and the grade levels that the authors and co-authors of winning/selected essays are in, the full names and head-and-shoulders photos of the authors and co-authors, the essay topics and keywords of winning/selected essays may be published on the university’s website, the bulletin boards of each department, the “Hosei University Essay Contest Winning Essay Collection,” and other prints issued by the university. Some of the essays will be deposited in the Hosei University Repository.

List of Entries for the 38th (2015) Hosei University Essay Contest

Student ID number	Faculty	Department	Grade	Applicant name (Primary author)	Essay Topic	Full name of seminar instructor	Full name of faculty member who recommended your essay	Contact information (Phone number)	Contact information (PC mail address)	Number of co-authors (excluding the primary author)	Essay length (Number of characters)
〇〇△〇〇〇〇	Social Sciences	Law	3	〇〇 〇〇		〇〇 〇〇	〇〇 〇〇	090-1234-5678	abcde@hosei.ac.jp	他1名 <small>(1 person excluding the primary author)</small>	15,000字 <small>(15,000 characters)</small>
〇〇△〇〇〇〇	Economics	Economics	3	〇〇 〇〇		None	None	090-9876-5432	hoseihosei@hosei.ac.jp	None	18,565字 <small>(18,565 characters)</small>

★Faculty, Department and Grade can be selected from the drop-down list.

Enter the number of co-authors only, then it automatically appears as "他〇名" (〇 person(s) excluding the primary author).  
Ex.) Enter 1 when you want to show "他1名" (1 person excluding the primary author).

Enter the number of characters only, then it automatically appears as "〇〇字" (〇〇 characters).  
Ex.) Enter 20000 when you want to show 20,000 字 (20,000 characters).