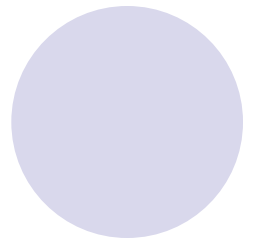
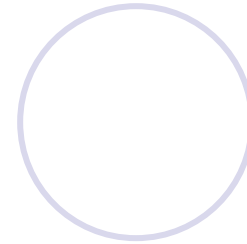
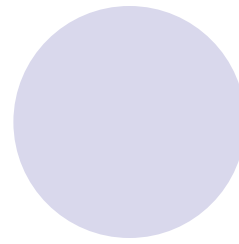
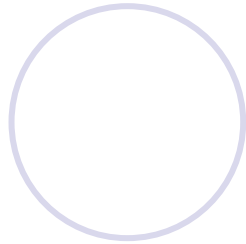
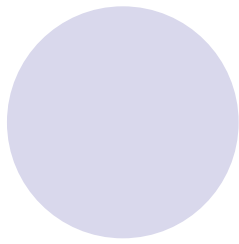


April admission, 2024

Course Guidance



Graduate School of Information,
Production and Systems



- 1.Method of completing course subjects**
- 2.Evaluation of exam results**
- 3.Rules for dealing with a dishonest act**
- 4.Explanation of laboratory assignment**
- 5.The intermediate presentation for
the master's thesis**
- 6.The screening procedures of the
master's thesis**

Course Subjects

The master's degree program consists of Fundamental Subjects, Advanced Subjects, Laboratory Work and Specialized Subjects.

Fundamental Subjects	Fundamental subjects are designed to help the student acquire the basic knowledge and skills necessary for the study of specialized subjects and research activities.
Advanced Subjects	These subjects form the nucleus of the Graduate School master's program and impart the most advanced technical knowledge required for acquisition of a master's degree.
Laboratory Works	Lab work is provided in information Architecture and Production Systems. Students conduct experiments focused on computer networks and CAD design, which represent the foundation of Information Architecture. Through this process, they become familiar with equipment and machines commonly used in actual production systems.
Specialized Subjects	These subjects are mainly comprised of lectures on advanced research provided by individual faculty members with the objective of imparting specialized knowledge linked to the student's chosen area of study and research.
Exercises	Faculty members managing the laboratories conduct exercises for students belonging to their field of study as part of the student's research towards their master's dissertations.

If credits from fundamental, advanced subjects or laboratory works are less than 13, Warning of missing interim presentation qualifications is given.

18 credits or more from fundamental, advanced subjects or laboratory works, 4 credits or more from Exercises and Specialized subjects, Introduction to Academic and Research Integrity are required for Mid-presentation of Master's thesis.

	April 12	April 19	Aug. 29	Sep.5	Oct.4	Feb. 27
1st Year	Start of spring semester	Provisional laboratory assignment	Announcement of academic records	Laboratory assignment	Start of fall semester	Announcement of academic records

	April	August	October	February	March
2nd Year	Start of spring semester	Announcement of academic records	Mid-presentation of Master's thesis	Presentation of Master's thesis	Graduation Ceremony
			Start of fall semester	Announcement of academic records	

20 credits or more from fundamental, advanced subjects or laboratory works(up to 4 credits for fundamental), 2 credits from Specialized subjects, and 8 credits or more from Exercises are required for completing of a master degree program.

<April admission>

Method of completing course subjects

The requirements for completing of the master's degree program are:

Lectures and Laboratory Works	Specialized Subjects	Exercises	Thesis
20 or more credits (up to 4 credits for fundamental)	2 credits	8 or more credits	1.5 years

- * Take at least one subject of the faculty member to whom you wish to be assigned, provisionally or officially.
- * In case you are not assigned to your first choice lab, take many courses that could potentially be your lab.
- * Depending on the lab, there can be designated courses to be taken. So please confirm the faculty member.
- * After being assigned to a laboratory, students must acquire the designated number of credits in Specialized Subject and Exercises given by their supervising faculty member.
- * Fundamental subjects are certified only up to 4 credits as the requirements for completion of the master's degree program.
- * Take the course "Introduction to Academic and Research Integrity(For Life Sciences, Biological Science and Engineering)" of Global Education Center.

Example

(April admission)

		1 st year		2 nd year		Total required credits for graduation 30 or more
		Spring	Fall	Spring	Fall	
Lectures and Laboratory works	Fundamental Subjects	20				(within 4) 20
	Advanced Subjects					
	Laboratory Works					
Specialized Subjects (only in Fall)			2			2
Exercises			4	4		8
Master Thesis			Thesis			Pass

Examples of how to complete the exercises

(April admission)

	Regular Course			
	1 st year		2 nd year	
	Spring	Fall	Spring	Fall
1		A(2) D(2)	B(4) C(2)	
2		A(2)	B(4) C(2)	
3		A(2)	B(4)	D(2)

*Specialized Subject and Exercises are automatically registered.

*Exercises are registered according to pattern 1.

*Follow the supervisor's instructions regarding a course schedule.

How to check the number of credits you have got

*Page of Grade Report on MyWaseda

WASEDA Web Service

教務・成績・情シス研>試験成績>Grade report (44)

Student Search

Credit Report

Click "Credit Report"

Print Screen

※This result reference screen is not an official certification though you can print and refer to it.

's grade report.

Condition of School Register	Attendance at school
Results of Judgment	
Foreign Language	
Class	
Updated	2013-08-27 09:00

academic year ☒ all records reload

Course Title	Year	Term	Credit	Grade	GP
[Subjects and Laboratory Work]					
{Fundamental Subject}					
Introduction to Semiconductor Engineering	2012	fall semester	2		
Digital Signal Processing	2012	fall semester	2		
Numerical Analysis	2013	spring semester	2		
{Advanced Subject}					
Soft Computing	2012	fall semester	2		
Microstructure in Materials	2012	fall semester	2		
On-Chip Memory	2012	fall semester	2		
Transmission Circuits	2012	fall semester	2		
Analog LSI Design	2012	fall semester	2		
Digital LSI Architecture	2012	fall semester	2		
Network Interface	2012	fall semester	2		
LSI Simulation Technologies	2013	spring semester	2		
[Exercise]					
{Exercise}					
Technologies B	2013	spring semester	4		
Technologies C	2013	spring semester	2		
[Research Instruction of Master's Program]					
{Research Instruction of Master's Program}					
Technologies Research (Spring)	2013	spring semester	0	P	

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インターネット | 保護モード: 有効 100%

WASEDA Web Service

教務・成績・情シス研>試験成績>Grade report - Credits (44)

Print Screen

※This result reference screen is not an official certification though you can print and refer to it.

's credit report.

Category	Required	Passed	Included
Subjects and Laboratory Work			
Fundamental Subject	4	6	4
Advanced Subject		16	16
Laboratory Work		0	0
Subtotal	20	22	20
Specialized Subject			
Specialized Subject	2	0	0
Subtotal	2	0	0
Exercise			
Exercise	8	6	6
Subtotal	8	6	6
Total	30	28	26

Year	GP
2012	3.78
2013	4.00
Cum GPA	3.86

*For your information

Year	GP
[Year]	[GPA:Spring/Summer]
	[GPA:Fall/Winter]
Cum GPA	[Cumulative GPA]

Blank cell in the column 'GP' means that you have no class in that semester.

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ページが表示されました

インターネット | 保護モード: 有効

100%

Important!
 You need to get 30 credits to graduate.

After you have been assigned to the laboratory, please check the required credits at the end of each semester!

Kitakyushu Science and Research Park Information

- **Joint Graduate School in Car Robotics and AI**

Three graduate schools cooperate and manage for the development of human resources in Car electronics and Robotics field.

- **Credit transfer in Kitakyushu Science and Research Park**

Some lectures in Kitakyushu University and Kyushu Institute of Technology are available and are transferred as IPS credits.

Research Ethics Education

- Global Education Center (Graduate Students)
“Introduction to Academic and Research Integrity
(For Life Sciences, Biological Science and
Engineering) 01”
 - Summer Quarter, Register Now, Take 6/4~
Summer Quarter: June 4th - July 22nd
 - <https://www.waseda.jp/inst/ore/en/subject/introduction/>
- Required for Master Thesis Process



Webによる科目登録

Course Registration by web

登録期間：

1次登録 4月 1日 (月) 9:00 ~ 4月 3日 (水) 17:00

2次登録 4月 8日 (月) 9:00 ~ 4月 9日 (火) 17:00

3次登録 4月18日 (木) 9:00 ~ 4月19日 (金) 17:00

Course Registration:

1st registration period Apr. 1 (Mon.) 9:00 — Apr. 3 (Wed.) 17:00

2nd registration period Apr. 8 (Mon.) 9:00 — Apr. 9 (Tue.) 17:00

3rd registration period Apr. 18 (Thu.) 9:00 — Apr. 19 (Fri.) 17:00

Webによる科目登録 Course Registration

- 修士課程の学生は必ず科目登録期間中に今学期の履修登録を行うこと。3次登録期間終了後は登録出来ませんのでご注意ください。
- Please register your courses during the course registration period. **No registration will be accepted After Apr. 19 (Fri.) 17:00.**
Please be aware.



Webによる科目登録

Course Registration

- 時間割や講義について、追加や変更もあります。登録期間中も事務所横の掲示板やWebサイト（IPSスクエア）にて随時ご確認ください。
- **There can be updates on information of classes. When you do registration, check the bulletin board at the IPS office or website (IPS Square).**

<IPSスクエア>

<https://www.waseda.jp/fsci/gips/campuslife/ipssquare/>

<IPS Square>

<https://www.waseda.jp/fsci/gips/en/campuslife/ipssquare/>



Webによる科目登録

Course Registration

- 毎学期始めの科目登録期間にその学期に履修する科目を登録してください。登録しなければ単位を取得できず、修了ができなくなる可能性がありますので登録もれのないよう注意してください。
- Please be careful not to miss the course registration period at the beginning of every semester. You might miss the graduation, if you miss the registration.

講義出席について

Attending the lectures

- 2024年度も、対面授業が実施されます。
- Web科目登録した科目について、各登録最終日の翌日からWaseda Moodle にゲストとして仮登録され、講義情報入手することができます。（科目登録期間中に取消した科目は、結果発表後にゲスト登録が解除され、Waseda Moodle には表示されなくなります。）
- 出来る限り履修希望の第一回目の講義に出席できるように1次・2次登録期間中に科目登録をしてください。
- **Classes in 2024 will be conducted face-to-face.**
- **For courses registered on the Web, you will be temporarily registered as a guest in Waseda Moodle from the day after the last registration day. You can then get the lecture information. (For courses canceled during the course registration period, the guest registration will be canceled after the results are announced. It will also be deleted in Waseda Moodle.)**
- **Please register during the 1st and 2nd course registration periods so that you can attend the 1st lecture as much as possible.**

授業成績の評価

Evaluation of exam results

目的

奨学生決定、就職推薦、修了時総代決定の際、
参考にされることがある。

Purpose

It might be used for deciding:

Screening of Scholarship recipient,

Job recommendation, Representative of
commencement ceremony, etc.

評価方法

1. 計算式

科目の成績評価に対してGrade Pointと呼ばれる換算値（A+は4点、Aは3点、Bは2点、Cは1点、不合格は0点）が決められています。それぞれの「科目の単位数」と「成績評価のGrade Point」の積の総和を「総登録単位数」で割って、スコア化したものがGPA（Grade Point Average）です。総登録単位数には、不合格科目の単位も含まれます。これを式で表すと、次のようになります。

$$\frac{(A+\text{修得単位数} \times 4) + (A\text{修得単位数} \times 3) + (B\text{修得単位数} \times 2) + (C\text{修得単位数} \times 1) + (\text{不合格科目単位数} \times 0)}{\text{総登録単位数 (不合格科目を含む)}}$$

※GPAは、小数第2位まで表示します。（小数第3位は、四捨五入とします。）

1. Calculation Formula

Waseda University uses an evaluation system with a set of conversion rates called Grade Points (4 points for A+, 3 points for A, 2 points for B, 1 point for C, and zero point for Failing Grades).

A Grade Point Average (GPA) is a score calculated by multiplying "total number of credits by grade point(A+, A, B etc.)" and "corresponding grade point (4 for A+, 3 for A etc.)", then totaling the obtained figures for the all grades and dividing the result by "total number of registered credits".

The total number of registered credits includes credits earned for falling grades. This will be calculated in the following formula:

Calculation Formula

$$\begin{aligned} &[(\text{No. of A+ credits} \times 4) + (\text{No. of A credits} \times 3) + (\text{No. of B credits} \times 2) \\ &\quad + (\text{No. of C credits} \times 1) + (\text{No. of Failing Grades} \times 0)] \end{aligned}$$

Total number of registered credits

= GPA (* The GPA will be rounded to the second decimal place.)

2. 対象科目

卒業算入対象科目として登録した科目でA+、A、B、C、F
評価された科目

2. Subjects used in the GPA calculation

The GPA calculation considers only the subjects registered as the subjects to count toward graduate credits.

The subjects which are evaluated A+, A, B, C, or F.

3. GPAの通知・証明

GPAは、MyWaseda 成績照会画面にて参照可能です。また、GPA対象科目の成績およびGPAが記載された「GPA証明書」も発行可能です。「GPA証明書」発行希望の場合は、事務室にてお申し込みください。なお「成績証明書」には、GPAは記載されません。

3. GPA on Grade Report and Transcript of Academic Record

Please note that the GPA will appear on the Grade Report in MyWaseda, but not on the Transcript of Academic Record.

“Transcript of Academic Record / GPA” indicating the GPA is available at IPS office.

試験およびレポートに関する 不正行為への対処

**Rules for Dealing with a Dishonest Act on
an examination / a report**

1. 不正行為の種類

1) 試験に関する不正行為

①カンニング(携帯、スマートフォン、タブレット等の使用)

②不正受験

③試験問題事前取得及び漏洩

2) 論文考査(レポート)及び論文考査以外のレポートなどに関する不正行為

①レポート剽窃

②レポート代筆

③剽窃幫助

1. Kind of dishonest act

1) Dishonest act on an examination

- (1) Cheating on an examination (Illegal Use of Mobile phone, Smartphone & Tablet etc.)
- (2) Taking an examination unjustly
- (3) Obtaining/distributing the examination questions prior to the examination

2) Dishonest act on a report

- (1) Plagiarizing or imitating other people's reports/thesis
- (2) Writing a report for other student
- (3) Helping others plagiarize or imitate other people's reports/thesis

2. 不正行為に対する処分

- ・ 原則として停学3ヶ月
(停学起点日は不正行為実施日)
当該セメスター登録のすべての科目無効
- ・ 処分適用の場合、研究科長より適用者へ
処分内容を連絡するとともに、
原則として内容及び氏名を公示する。

2. Penalty for the dishonest act

- In principle, the penalty is three-month suspension from school (the starting date of the suspension from school is the date on which the dishonest act was done)
- The student will fail all the subjects in which he/she enrolled for the semester automatically .
- When the penalty is imposed on the student, Dean of the graduate school will inform the student of the school's decision. In principle, the name of the student and the content of his/her dishonest act will be announced publicly.

過去の処分事例

- ・ 学生Aさん
 - ・ ・ 停学2ヵ月、当該学期の全科目無効
 - ・ 学生Bさん
 - ・ ・ 停学2ヵ月、当該科目無効
 - ・ 学生Cさん
 - ・ ・ 停学2ヵ月、当該学期の全科目無効
- いずれも不正内容、氏名を公示。

Prior Penalty for the dishonest act

- Student A ••2 months suspension from school,
all subjects were failed in the semester**
- Student B •• 2 months suspension from school,
concerned subject was failed**
- Student C ••2 months suspension from school,
all subjects were failed in the semester**

**All the names of students and the contents of
their dishonest act were announced publicly.**

レポートで引用方法を間違えると 盗用になるので要注意

- ・ 盗用の定義（[1]より引用）
 - [1] では 「他の研究者のアイディア、分析・解析方法、データ、研究結果、論文又は用語を、当該研究者の了解もしくは適切な表示なく流用すること。」としている
 - ・ [1] MEXT (Ministry of Education, etc.),
http://www.mext.go.jp/b_menu/shingi/gijyutu/gijyutu12/houkoku/attach/1334660.htm, Access at Jan. 31, 2019.
- ・ 引用・参照
 - 他の研究者のアイディア、分析・解析方法、データ、研究結果、論文又は用語を、出典を明記して用いる
- ・ 他人のアイデア・情報は他人のものと明示する

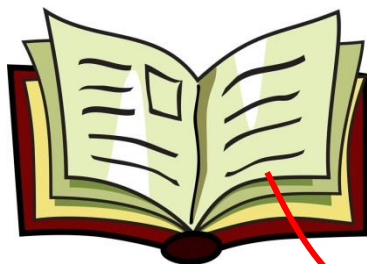
Plagiarism versus Quotation/Citation/Reference

- **Definition of Plagiarism (Quoted from [1])**
 - In [1], plagiarism is defined as “Usage of other researchers’ idea, methods, data, results, or sentences without the agreement of the researches or without the proper notification.”
 - [1] MEXT (Ministry of Education, etc.),
http://www.mext.go.jp/b_menu/shingi/gijyutu/gijyutu12/houkoku/attach/1334660.htm, Access at Jan. 31, 2019.
- **Quotation/Citation/Reference**
 - Use other researchers’ idea, methods, data, results, or sentences with the clear notification of the source
- **Other person’s idea and information should be shown as other persons**

盗用 or 引用（盗用のケース）

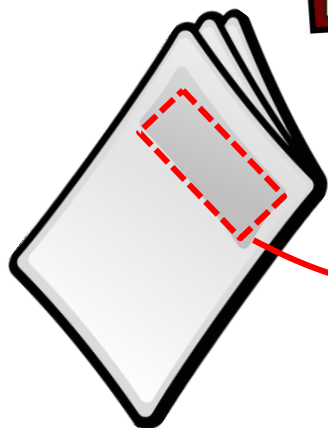
他人、あなた自身の著作物

本



レポート／論文
の作成

論文



盗用

文章や数式、図表の
一部をそのまま使用



Web
情報

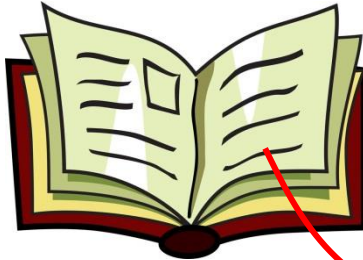


他者の文章・図表のコピーは基本的にNG。
言語を変えても内容が同じであればNG。
但し、用語や語句など部分的なものは問題なし。

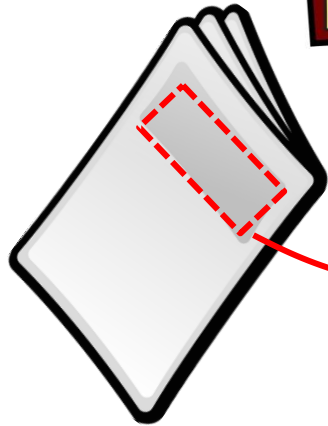
Typical Plagiarism

Others' or your literary works

Book



Your report or paper



Academic
paper

Plagiarism

Sentences,
formulas, or charts
is cut-and-paste.



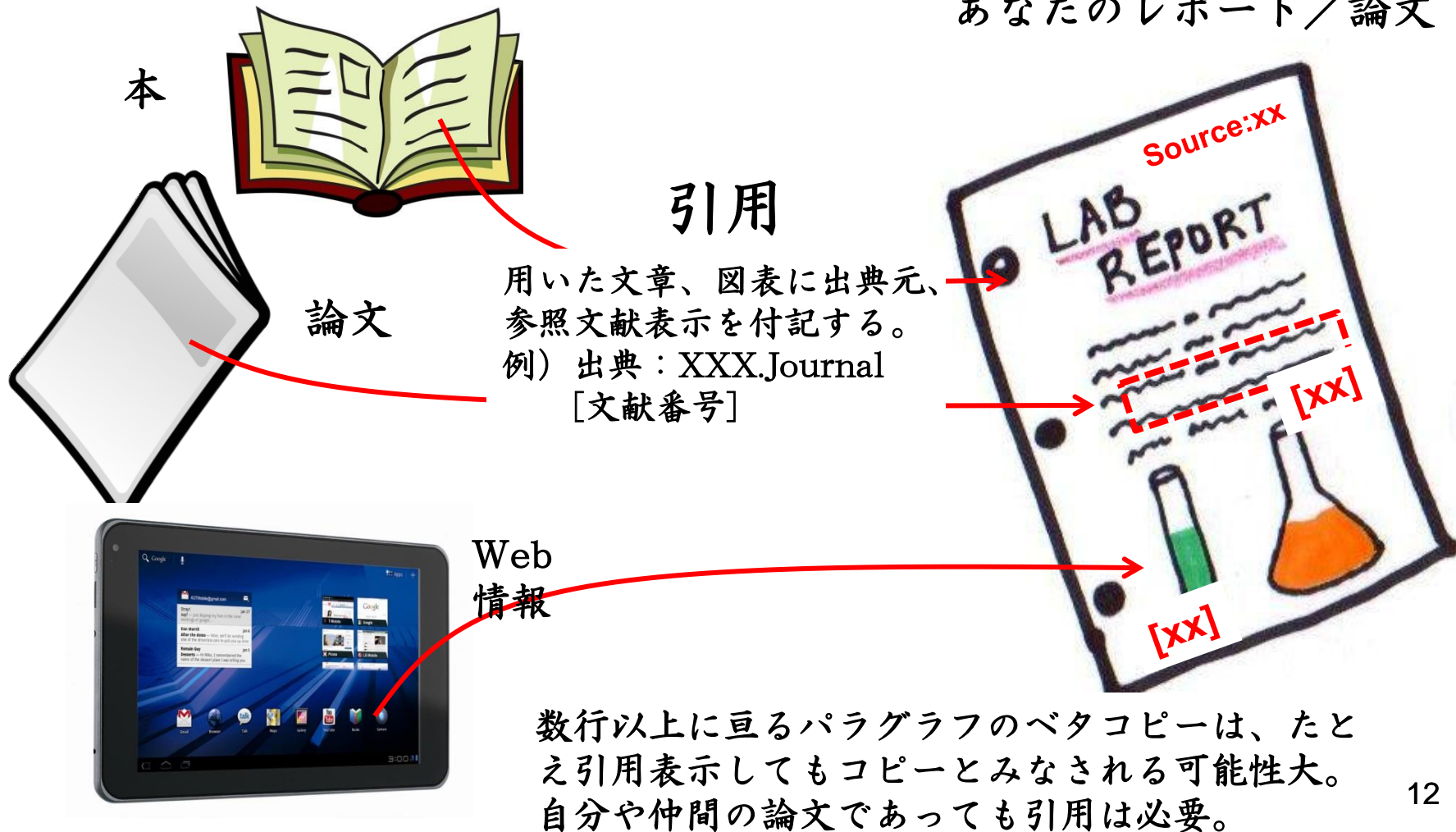
Web.Info.

Basically, copy of other's work is inhibited.
Copy with translation is also unacceptable.
Exception: tech term, well-known formula,
etc.

盗用 or 引用（引用のケース）

他人、あなた自身の著作物

あなたのレポート／論文



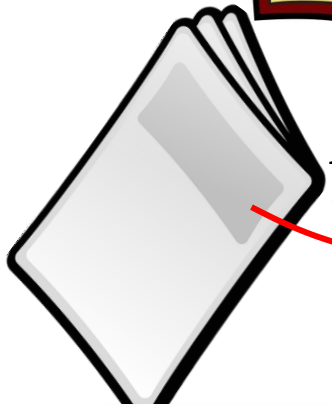
Quotation/Citation/Reference

Others' or your literary works

Book

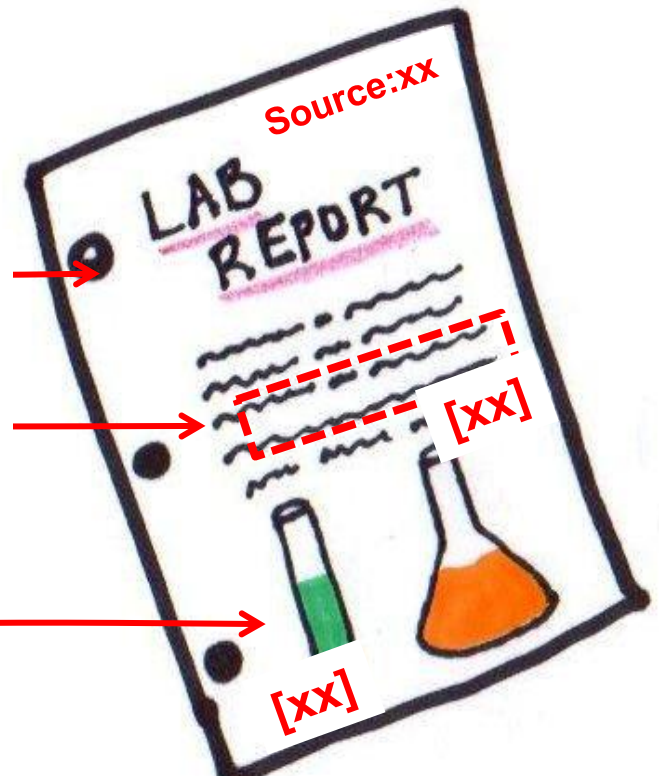


Academic
paper



Note the source name
In sentence or chart
used in your report.
e.g. Source: xxxxx
[Ref Num]

Your report or paper



Web.Info.



Cut-and-past over a paragraph is mostly
inhibited even if with quote. Quote a
precedent including yours or your colleagues'.

引用・参照（[2]より引用）

・ 直接引用

- 他の人の文章をそのまま用いる場合
- 「…である」 [???] としている
 - ・ 「」で囲んで引用箇所を明示。変更は不可
 - ・ [???] は文献番号など出典との対応関係を表す
 - 出典情報はページの脚注あるいは文章の最後に一覧で明示

・ 間接引用

- 内容を要約して他者の情報を伝える場合
- ??? は [???] で新たな手法を提案している。
 - ・ 最初の ??? は人の名前、[???] は文献番号情報など
- クロックゲーティングの新たな手法が提案された [3], [4]。

Quotation/Reference (Cited from [2])

- **Direct Quotation**

- Use other person's sentences as it is
- The author said that "...” [???].
 - Show the part of quotation using “”, and the sentence cannot be changed
 - [???] show the ID of the source of the sentence
 - The sources are at a footnote or at the last part of the manuscript

- **Indirect Quotation**

- Contents are summarized and used
- The author ??? proposed a new method in [???].
 - First ??? is author's name, [???] is the ID of the source
- New clock gating methods have been proposed ([3], [4]).

参考文献

Reference / Bibliography

- [1] MEXT (Ministry of Education, etc.),
http://www.mext.go.jp/b_menu/shingi/gijyutu/gijyutu12/houkoku/attach/1334660.htm, Access at Jan. 21, 2016.
- [2] <http://www.juen.ac.jp/psych/nakayama/making/02.html>,
Access at Jan. 21, 2016.
- [3] A. Hurst, “Automatic Synthesis of Clock Gating Logic with Controlled Netlist Perturbation,” Proc. DAC 2008, pp.654-657, June 2008.
- [4] Pietro Babighian, Luca Benini, Enrico Macii, "A Scalable Algorithm for RTL Insertion of Gated Clocks Based on ODCs Computation," IEEE Trans. on CAD, Vol. 24, No. 1, pp.29-42, Jan. 2005.

盗用と引用・参照の判断

- ・ 他人のアイデア・情報は他人のものと明示する
 - 正しく引用・参照する
 - 最低限に留める
- ・ 判断は教員による
 - 引用が許される場合と許されない場合がある
 - 各教員の指示に従うこと
- ・ レポート課題に対して、他の意見を正しく参照しながら、何かしら自分で考え、自分の言葉で書くことが重要
 - 先輩のレポートと同じものは許されない

Judgement of Plagiarism and Quotation/Citation/Reference

- **Other person's idea/sentences should be shown as other person's**
 - **Correctly quote or refer**
 - **This is the minimum manner**
- **Judgement depends on each professor**
 - **Quotation is allowed in some case and is not allowed in another case**
 - **Please follow each professor's direction**
- **On the report theme, you should think by yourself and write with your own words based on other ideas with correct quotation (reference)**
 - **The report same as a senior student's is not allowed anyway**

オンライン授業、ここに注意！

CASE 1

教員がリアルタイム配信した映像の一部を、スクリーンキャプチャして静止画として記録したり、映像として記録したりして、SNS に掲載してもよいか。

個人的に記録することは適法ですが、SNS にアップすることは違法の場合があります。その場合、大学内での処分の対象となるだけでなく、民事訴訟等に発展する可能性もあります。



CASE 2

リアルタイム配信された授業で、知人の顔が写り込んでいたので、スクリーンキャプチャして別の知人に送った。

不可です。プライバシーの侵害となる場合があります。リアルタイム配信授業では、出席確認や発表のため受講生が「顔出し」をすることがありますが、その画面をキャプチャしてシェアすることは、受講者同士のマナーに反します。



CASE 3

授業において、映像でプレゼンテーションを作成し、Waseda Moodle でシェアすることになった。プレゼンテーションの映像に、映画のワンシーンや流行りの音楽を含めてもよいか。

授業のプレゼンテーションにおいてどうしても必要である場合は、「必要と認められる限度」で可となります。なお、Waseda Moodle 以外の公開されたサイト (SNS などを含む) へのアップロード、例えば、YouTube へのアップロードは、たとえ限定公開であっても、もし URL が出回ると、不特定多数がアクセス可能な状態と取り扱われるため注意が必要です。



CASE 4

授業で配布された資料を Google Document や Dropbox に保存し、限定リンクでアクセス可能にすることは可能でしょうか。

限定リンクであれば、URL を知っている人しかアクセスできないため、その URL が特定少数の人だけに知られている限りは問題ありませんが、もし URL が出回ると不特定多数がアクセス可能な状態になりますので注意が必要です。



ソーシャルメディア利用にあたって

ソーシャルメディアとは、個人による情報発信や個人間のコミュニケーション、人の結びつきを利用した情報流通などといった社会的な要素を含んだメディアのことです。具体例として、SNS (Facebook、Twitter、Instagram 等)、ブログ・ホームページ、動画配信サービス (YouTube 等) などがあります。

気軽に情報発信することが可能で、物理的に離れている人とも気軽にコミュニケーションをとることができるため、コロナ禍で人との接し方にも変化が生じている現在、以前にも増して大事なツールとなっています。一方、ソーシャルメディアの利用においては、誤った情報が爆発的に広がる可能性があること、個人情報が必要以上に開示してトラブルに巻き込まれることなど、損害賠償や人権侵害問題につながるような多くのリスクも存在しています。

ソーシャルメディアが公共の場であることを認識し、あらためてその利用にあたっては十分に注意するようお願いします。

1. 著作権・肖像権

- 他人が作成した著作物を許可なく公開しない
- 承諾が得られていない人物の写真・動画を公開しない



2. 授業・研究の情報公開

- テスト問題・テキスト等を不特定多数に公開しないように注意する
- 守秘義務に抵触する場合もあるため、厳重に扱う
- 公開前に担当教員に必ず確認・許可を取る

3. プライバシーの情報公開

- 個人情報を発信することで、ネットストーカー・プライバシーの侵害・誹謗中傷といった危険を孕むことを理解する
- 住所・電話番号・メールアドレス等、個人を特定できる情報には特に注意する
- 情報の公開範囲を確認して公開することを心掛ける
- 写真・動画をソーシャルメディアに投稿する際は、位置情報設定に気を付ける

授業で困ったら相談を

本学では、この秋学期以降についても新型コロナウイルス感染症拡大の状況を踏まえながら一部対面授業を取り入れつつオンラインでの授業を実施していく予定です。

講義・ゼミ・学生生活に関して何か困ったことがあれば、科目担当教員、クラス担任、指導教員、各種相談窓口気軽に相談ください。

【IPS：学生向け】オンライン授業の受講に関する大切なおしらせ

- システムトラブル、ソフトウェアや環境に関する問い合わせ
 - 授業内容や教材に関する問い合わせ等
- オンライン問い合わせ窓口
MyWaseda (<https://my.waseda.jp/>)
ITサービスヘルプデスク
お問い合わせ
IPS事務所: gakumu-ips@list.waseda.jp

【IPS：学生向け】学生生活を支えるサポートについて

- さまざまな心配事に対する各種相談窓口
- 学生相談室や保健室への相談等

IPSスクエア
<https://www.waseda.jp/fsci/gips/campuslife/ipssquare/>

Online classes, watch out for these things!

CASE 1

Is it acceptable to screen-capture and record some of the videos transmitted by instructors in a real-time online class as still images or as videos and post them on social networking sites?

While it is legal to record it privately, it may be illegal to upload it on social networking sites. In such cases, not only will you be subject to disciplinary action within the university, but you may also be subject to civil lawsuits, etc.



CASE 2

My friend's face appeared in a real-time online class, so I screen-captured it and sent to another friend.

It is not allowed. This may be an invasion of privacy. In a real-time online class, students may "show their faces" to confirm attendance or make a presentation, but it is against the etiquette of students to capture and share that screen.



CASE 3

We will create a video presentation and share it on Waseda Moodle. Can we include a scene from a movie or popular music in the presentation?

If it is absolutely necessary for the presentation of the class, it is acceptable within "to the extent deemed necessary". Uploading to public sites (including SNS) other than Waseda Moodle, such as YouTube, even if it is a limited release, be aware that if the URL is circulated, it will be treated as accessible to an unspecified number of people.



CASE 4

Is it possible to save the class handouts to Google Documents or Dropbox and make them accessible via a limited link?

If it is a limited link, only people who know the URL can access, so as long as the URL is only known to a specific few people, it is not a problem, but be careful, if the URL is circulated, it will be accessible to an unspecified number of people.



Using Social Media

Social media are media that include social elements, such as the sharing of information by individuals, communication between individuals, and the distribution of information by using the connections between people. Specific examples include SNS (Facebook, Twitter, Instagram, etc.), blogs and websites, and video distribution services (YouTube, etc.).

With the current change in the way people interact with each other due to the Novel Coronavirus infection, social media have become an even more important tool for transmitting information and communicating with people even when they are physically separated from each other. On the other hand, there are a number of risks in the use of social media, including the potential for an explosion of misinformation or the possibility of disclosing more personal information than necessary and getting into trouble, which can lead to damages and human rights violations.

Please be aware that social media are public places and use them with caution.

1. Copyright and Portrait Rights

- Do not publish copyrighted material created by others without permission.
- Do not publish photos or videos of people who have not given their consent.



2. Disclosure of information on classes and research

- Be careful not to disclose test questions, texts, etc. to an unspecified number of people.
- Handle with caution as it may be abuse of confidentiality.
- Be sure to check with and get permission from the faculty in charge before publishing.

3. Disclosure of privacy information

- Be aware that sending out personal information can put you at risk of cyberstalking, invasion of privacy, or slander.
- Pay particular attention to personally identifiable information such as addresses, phone numbers, email addresses, etc.
- Be sure to check the scope of the information before releasing it to the public.
- Be careful with your location settings when posting photos or videos on social media.

Ask for help if you have any problems in class

In the Fall Semester, we will continue to offer online classes, including some face-to-face classes, considering the spread of the Novel Coronavirus infection.

If you have any problems with classes, seminars, or student life, please feel free to contact your course instructor, class academic advisor, supervisor, or any of the various consultation services.

[IPS :For Students] Important notice for taking online courses

- System trouble, software and environment inquiries
- Inquiries about class contents and textbooks, etc.

Online inquiry
MyWaseda (<https://my.waseda.jp/>)
IT Service
Help Desk
Support
IPS Office
: gakumu-ips@list.waseda.jp

[IPS :For Students] Supports for Student Life

- Consultation services for various worries and concerns
- Consultation to the Student Counseling Center and the Health Center, etc.

IPS Square
<https://www.waseda.jp/fsci/gips/en/campuslife/ipssquare/>

修士課程学生
研究室配属
Master Course
Laboratory Assignment

2024年4月 / April 2024

研究室配属について

Laboratory Assignment

1. 仮配属と本配属

Provisional and definitive laboratory assignment

2. 研究室配属方法

Method of laboratory assignment

3. 配属面談日程

Schedule of interviews for laboratory assignment

4. 今年度の研究室配属定員数

Maximum number of students for laboratory assignment

1. 仮配属と本配属

Provisional and Definitive Laboratory Assignment

- 2024年4月入学者はまず研究室への仮配属を行う必要がある
 - 7月に研究室を最終的に決定する(本配属)
 - 仮配属先を本配属先とする学生がほとんど
- Students who entered in April should apply provisional laboratory assignments
 - At July, students need to decide the definitive (final/major) laboratory
 - Most students select the provisional laboratory as the definitive one

2-1. 研究室配属方法

Method of Laboratory Assignment

- 1) 希望する研究室の教員と面談する(メールなどで予約)
教員が受け入れを合意すれば、研究室への配属ができる
Please contact to a professor of an expected laboratory.
(Please make an appointment of interview via mail.)
It is necessary to obtain the agreement of the supervisor to join.
- 2) 選択範囲を広げて複数の教員と面談する
希望の多い研究室は早期に枠が埋まる
Please think several majors and meet several professors.
Popular laboratories reach the assignment limit earlier.
- 3) 仮配属先に本配属となることが多いので、仮配属が重要
Provisional laboratory assignment is important since it is usual to select the same laboratory for provisional and definitive ones.

2-2. 配属定員

Maximum Number of Students

- 1) 入学年度毎に研究室への最大配属者数が決められている
最大配属者数を超えての配属はできない

The maximum number of students of each laboratory is decided at each academic year of the enrollment.

Professor can accept students under the maximum number.

- 2) 最大配属者数は仮配属と本配属の時で変化しない

The maximum number of students is the same at provisional and definitive laboratory assignment.

- 3) 本配属を遅らせて次年度の配属枠に応募するのはできない
It is impossible to apply the next year's assignment.

2-3. 仮配属の規則

Rules Related to Provisional Laboratory Assignment

- 1) 仮配属先は変更前後の教員の許可を得て変更できる

Students can change provisionally assigned laboratory under the agreement of the supervisors of both laboratories.

- 2) 仮配属学生は教員の許可を得て仮配属を中止できる

Provisional assignment can discontinue under the supervisor's agreement by submitting "*Provisional assignment discontinuance application form*".

- 3) 仮配属は本配属のための必要条件ではないが、本配属までの継続を推奨、本配属は修了に必須

The provisional assignment is not a necessary condition of the definitive assignment but it is recommended to continue until the definitive one.

The definitive laboratory assignment is necessary for the graduation.

- 4) 不明点は事務へ相談

Please ask to IPS office on details.

3-1. 配属面談日程 (仮配属)

Schedule of Interviews for Provisional Laboratory Assignment

第1次 1st	希望研究室の教員と面談 ※先生とメールでコンタクトを取る際、自己紹介シートを送ること Interview with supervisor of your choice *Send "Self-Introduction Sheet" when you have a contact with supervisors by email.	学生 Students	3/21(Thu) ~4/3(Wed)
	受入決定した学生の情報を事務所に報告 Report the accepted students' information to IPS office	教員 Supervisors	締切り /Deadline 4/4(Thu)
	面談結果を反映した「研究室仮配属決定者」を掲示 Result of interview is announced on bulletin board	事務所 Office	4/8(Mon)
第2次 2nd	希望研究室の教員と面談 Interview with supervisors of your choice	学生 Students	4/8(Mon) ~4/13(Sat)
	研究室仮配属希望調書提出 (第1, 2, 3希望) Select up-your desired three laboratories and submit for 2nd Provisional Research Laboratory Application Form	未配属の学生 Unassigned students	4/8(Mon) ~ 4/15(Mon)
	入試成績に基づき「研究室仮配属決定者」を掲示 Result is announced on bulletin board based on your entrance examination score	事務所 Office	4/17(Wed)
	仮配属開始/Start of provisional laboratory assignment		4/19(Fri)
	仮配属終了/End of provisional laboratory assignment		9/5(Thu)

仮配属の流れ

第1 希望研究室の教員と面談 ※先生とメールでコンタクトを取る際、自己紹介シートを送ること

Interview with supervisor of your first choice

**Send "Self-Introduction Sheet" when you have a contact with supervisors by email.*



教員が受入決定した学生を事務所に報告

Supervisors will report the accepted students' information to IPS office



面談結果を反映した「研究室仮配属決定者」を掲示

Result of interview is announced on bulletin board

★研究室未定の学生

Students not assigned



・希望する教員と面談後、第1, 2, 3希望を第2次研究室仮配属希望調書で提出

Students must have an interview with supervisors of your choices and submit 2nd Provisional Research Laboratory Application Form for desired three laboratories choice



★研究室が決定した学生

Students assigned



・「キャンパスカード設定願」を作成し研究科事務所学務係へ提出
Submit the campus card setting application form to IPS office



入試成績に基づき「研究室仮配属決定者」を掲示

Result is announced on bulletin board based on your entrance examination score

★研究室未定の学生

Students not assigned



★研究室が決定した学生

Students assigned



7月23日（火） July 23rd (Tue)

第1次研究室本配属希望登録締切

Registration Deadline of
your research laboratory request



・「キャンパスカード設定願」を
作成し研究科事務所学務係へ提出
Submit the campus card setting
application form to IPS office

3－2．配属面談日程（本配属）

Schedule of Interviews for Selecting a Major

第1次 1st	第1次研究室本配属希望登録 Register 1st request of research laboratory	学生 Students	締切り/Deadline 7/23(Tue)
	第1次希望研究室の教員との面談 Interview with the supervisors	学生 Students	7/23(Tue) ～ 8/1(Thu)
	第1次面談結果を反映した「研究室本配属決定者」を掲示 Announcement of 1st assignment results reflecting interview	事務所 Office	8/23(Fri)
第2次 2nd	第2次希望研究室の教員との面談 Interview with the supervisors	学生 Students	8/23(Fri) ～ 8/28(Wed)
	第2次研究室本配属希望調書提出 Submit 2nd research laboratory application form	未配属学生 Unassigned students	8/23(Fri) ～ 8/28(Wed)
	第1学期の成績に基づき「研究室本配属決定者」を掲示 Announcement of 2nd assignment results reflecting scores of 1st semester	事務所 Office	8/29(Thu)
	本配属開始 Start of major laboratory assignment		9/6(Fri)

本配属の流れ

第1次研究室本配属希望登録締切り

Register 1st request of research laboratory



研究室本配属希望を希望教員へ連絡するので、学生が直接、指導教員に連絡
をとり面談を行う

Students must make an appointment with supervisor for the interview



第1次面談結果を反映した「研究室本配属決定者」を掲示

Announcement of 1st assignment results reflecting interview



★研究室未定の学生

Students not assigned



★研究室が決定した学生


Students assigned

第2次研究室本配属希望調書提出

Submit 2nd research laboratory
application form (a course) to IPS office



・「キャンパスカード設定願」を
作成し研究科事務所学務係へ提出
Submit the campus card setting
application form to IPS office



第1学期の成績に基づき「第2次研究室配属決定者」を発表（事務所前掲示板）
Announcement of 2nd assignment results reflecting scores of 1st semester
(bulletin board)





★研究室未定の学生
Students not assigned

第3次研究室配属希望調書提出
Submit 3rd research laboratory
application form to IPS office



★研究室が決定した学生
Students assigned

・「キャンパスカード設定願」を
作成し研究科事務所学務係へ提出
Submit the campus card setting
application form to IPS office



第1学期の成績に基づき「第3次研究室配属決定者」を発表（事務所前掲示板）
Announcement of 3rd assignment results reflecting scores of 1st semester
(bulletin board)

情報アーキテクチャ分野

研究	配属定員数	研究指導教員
	2024年 4月入学者	
スマートインダストリー	3	藤村教授
ニューロコンピューティング	4	古月教授
データ工学	3	岩井原教授
イメージメディア	4	鎌田教授
バイオ情報センシング	3	亀岡教授
用例翻訳・言語処理	－	ルパージュ教授
バイオ・ロボティクス& ヒューマン・メカトロニクス	3	松丸教授
光ファイバシステム	3	坪川教授
コミュニティ・コンピューティング	－	吉江教授
ネットワークインテリジェンスとセキュリティ	4	伍教授

Information Architecture Field

Research Name	The maximum number for assignment	Supervisor
	April 2024 admission	
Smart Industry	3	Professor Fujimura
Neurocomputing Systems	4	Professor Furuzuki
Data Engineering	3	Professor Iwaihara
Image Media	4	Professor Kamata
Bio Information Sensing	3	Professor Kameoka
Example-based machine translation/NLP	–	Professor Lepage
Bio-Robotics & Human-Mechatronics	3	Professor Matsumaru
Fiber-optic systems	3	Professor Tsubokawa
Community Computing	–	Professor Yoshie
Network Intelligence and Security	4	Professor Wu

生産システム分野

研究	配属定員数	研究指導教員
	2024年 4月入学者	
設計工学システム	6	荒川教授
移動ロボティクス・プラットフォーム	3	橋本教授
マイクロナノ流体デバイス	4	馬渡教授
先端バイオエレクトロニクス	3	三宅教授
機械システム設計	4	田中 英一郎教授
生産プロセス工学	4	立野教授
薄膜機能材料	4	植田教授
半導体デバイス材料工学	－	志村教授
生体医工学	4	高橋教授

Production Systems Field

Research Name	The maximum number for assignment	Supervisor
	April 2024 admission	
Design Engineering and System	6	Professor Arakawa
Mobile Robotics Platform	3	Professor Hashimoto
Micro and Nano Fluidic Device	4	Professor Mawatari
Current Bioelectronics	3	Professor Miyake
Mechanical System Design	4	Professor Tanaka, E
Production Process	4	Professor Tateno
Functional thin films	4	Professor Ueda
Semiconductor Materials and Device Engineering Research	—	Professor Shimura
Biomedical Engineering	4	Professor Takahashi

集積システム分野

研究	配属定員数	研究指導教員
	2024年 4月入学者	
マイクロ電気機械システム	4	池橋教授
画像情報システム	3	池永教授
高位検証技術	4	木村教授
知的音響システム	3	牧野教授
グリーン集積システム	－	丹沢教授
集積システム最適化	3	山崎教授
無線通信回路技術	3	吉増教授
発光システム	3	碓塚准教授
テラヘルツ集積システム	－	芹田准教授
光電子集積システム	4	高畑准教授

Integrated Systems Field

Research Name	The maximum number for assignment	Supervisor
	April 2024 admission	
Micro Electro-Mechanical Systems	4	Professor Ikehashi
Image Information Systems	3	Professor Ikenaga
High-Level Verification Technologies	4	Professor Kimura
Intelligent Acoustic Systems	3	Professor Makino
Green Integrated Systems	–	Professor Tanzawa
Integrated System Optimization	3	Professor Yamasaki
Wireless Communication Circuits Technologies	3	Professor Yoshimasu
Light Emitting Systems	3	Associate Professor Kakitsuka
Terahertz Integrated Systems	–	Associate Professor Serita
Opto-electronic Integrated Systems	4	Associate Professor Takahata

修士論文中間発表会

The Intermediate Presentation for
Master's Thesis

早稲田大学大学院
情報生産システム研究科

1. 目的および提出書類

Purpose and Submission Document

□ 目的/Purpose

- ・ 修士論文の進捗状況

To examine the progress of the master's thesis

- ・ 履修科目の理解度

To examine comprehension of subjects

研究および科目履修がおもわしいかどうかの判定を行なう

□ 提出書類/Submission Document

中間発表概要書

The outline of Intermediate Presentation

2. 実施時期および対象学生

Schedule For Presentation

□ 実施時期/Schedule

修了希望半年前（4月初旬または10月初旬）

6 months before your target graduation (Either beginning of April or October).

□ 対象学生/Qualification

修士課程在籍（休学期間除く）1年半以降かつ修了希望半年前の学生で、入学1年後（休学、留学期間を除く）の時点で、講義科目18単位以上、演習または特論4単位以上、合計22単位以上を取得している学生

Students enrolled in a master's course (excluding leave of absence) for one and a half years or more, and six months before wishing to complete, and one year after enrollment (except for leave of absence and study abroad period), who have obtained a total of 22 credits or more, including 18 credits or more for lecture subjects, 4 credits for exercises or special lectures.

3. 審査委員と判定方法

Examiners and Screening Procedures

- 審査員/Examiners
研究指導を担当する教員を含む3名の本研究科教員が審査する。
The examiners consist of three faculty members including the student's supervisor as a chief-examiner.
- 修士論文中間発表の判定は合否により行う。
The result of screening will be pronounced as success or failure.
- 審査員のうち2名以上の審査員が否の判定をした場合、警告を発する。
In the case two or more examiners reject the presentation, the warning will be issued to the student.

修士修了審査

The screening procedures of the master's thesis

早稲田大学大学院
情報生産システム研究科

1. 目的および提出書類

Purpose and Submission Documents

□ 目的 / Purpose

修士修了の判定を行う

Evaluation of master course completion.

□ 提出書類 / Submission documents

1. 修士論文概要書

The outline of master's thesis

2. 修士論文 / The master's thesis

2. 対象学生 / Qualifications

- 原則として修士課程在籍(休学期間を除く)
2年目(以降)の学生

The students who are in one's 2nd years of the master's course in principle (the period of leave of absence will not be counted).

- 修士論文、修士論文概要書を期限までに
提出した学生

The students who submit the master's thesis and the outline of master's thesis by the deadline.

3. 実施時期および審査員

Schedule and Examiners

□ 実施時期 / Schedule

各学期末(7月, 2月)

At the end of each semester.(in July or February)

□ 審査員 / Examiners

主審査員1名/ 1 chief-examiner

副審査員2名/ 2 examiners

4. 審査方法 / Screening Procedures

□ 審査方法 / Screening procedures

1. 審査は修士論文と論文発表会の結果を考慮し合否判定を行なう。

Success or failure is determinate in consideration of the evaluation of the master's thesis and the oral presentation.

2. 審査員のうち2名以上の審査員が合の判定を行った場合、合格と判定する。

Two or more examiners' judgment as success is required to pass.

注意：修士修了判定は論文合格に加えて所定の取得単位要件を満たすことが必要である。

For completing the master's course, prescribed credit earning is also required.

5. 論文の外部発表

Publishing a paper

- 修士論文の内容で外部発表をする場合は、IPS の指導教員に相談すること。

You should obtain the approval of your advisor in IPS when you will publish a paper on the results of your master thesis of IPS at some conference/workshop/journal/transaction.