### Required Seminar for All New Students attendance

Global Education Center

All new undergraduate and graduate students <u>must take the "Required Seminar for All New Students" and</u> <u>successfully complete its mini-tests</u>. This is to ensure proper use of the information network provided by Waseda University through computers, internet, e-mail, etc.

#### <Important> MyWaseda initial setting

#### Using the "Online Entrance Registration System"

- In order to complete your registration, you need the ID and password, which was enclosed with your notification of acceptance or sent separately by the school office.
- > Please use the ID and password to log-in to the "Online Entrance Registration System".
- Use the initial Waseda mail address("Waseda ID"+"@initial.waseda.jp") and initial password to log-in to MyWaseda and obtain your own Waseda mail address and password.
- For detailed information on creating your Waseda mail address, please access the "Information Technology Service Navigation, Waseda University Site."
  - \* Information Technology Service Navigation, Waseda University

[Initial Setup for MyWaseda] http://www.waseda.jp/navi/e/mywaseda/initial.html

XIf you have any questions about your initial Waseda ID, please contact your school office.

#### Without using the "Online Entrance Registration System"

- Waseda ID user copy is handed to you, along with other University enrollment documents at the time of Admission or Admission briefing (Orientation/Guidance).
- Use the initial Waseda mail address("Waseda ID"+"@initial.waseda.jp") and initial password to log-in to MyWaseda and obtain your own Waseda mail address, and password.
- For detailed information on creating your Waseda mail address, please access the "Information Technology Service Navigation, Waseda University Site."
  - \* Information Technology Service Navigation, Waseda University
  - [Initial Setup for MyWaseda] http://www.waseda.jp/navi/e/mywaseda/initial.html
- \*If you have not received the Waseda ID and password, please contact your school office.

#### Taking the "Required Seminar for All New Students" <For 2024 April Enrollees>

9:00, Wednesday, April 3<sup>rd</sup> to 10:00, Wednesday, April 24, 2024

#### <For 2024 September Enrollees>

9:00, Tuesday, September 24 to 10:00, Tuesday, October 15, 2024

Note: If you do not take the seminar and complete the test before the deadline, your Waseda ID may be suspended.

#### 1. How to take the Seminar

- (1) Log into MyWaseda, click the "Home" menu, and choose "Waseda Moodle" from "Learning Support"
- (2) Find and Click "Required Seminar for All New Students" from the Course list shown in Waseda Moodle
- (3) Read the "Structure of the Seminar" and watch the videos.
- (4) To submit your answers to the mini-test, click the "Finish attempt" button, and then the "Submit all and finish" button. You will be shown your test results.

In order to pass the mini-tests, you must answer all questions correctly! Note:

- You can retake the tests as many times as you need, so do so until you pass.
- Click whether your device satisfies the system requirements
- [Link] Recommended Environments for the Systems: http://www.waseda.jp/navi/e/services/system/sys\_requirements.html
- Check the following web page for details on how to take the "Required Seminar for All New Students".
   [Link] Required Seminar for All New Students: https://www.waseda.jp/inst/gec/en/gec/non-degree/computer/



About Required Seminar for All New Students attendance

## How to take the Seminar

## Global Education Center Waseda University

## MyWaseda?

"MyWaseda" is the Web site used as the entry point to various information services provided by Waseda University. From this MyWaseda, you can access information services, such as "Waseda Moodle," course registration application, class cancellation information. Since announcements from Waseda University are also posted on MyWaseda, you should also log into the portal regularly to check them.



You are required to acquire correct knowledge and then use them in accordance with the rules and manners.

## **Distributed Documents**

### Required Seminar for All New Students attendance(A4)

Required Seminar for All New Students attendance

Global Education Center

#### All new undergraduate and graduate students <u>must take the "Required Seminar for All New Students" and</u> <u>successfully complete its mini-tests</u>. This is to ensure proper use of the information network provided by Waseda University through computers, internet, e-mail, etc.

#### <Important> MyWaseda initial setting

Using the "Online Entrance Registration System"

- In order to complete your registration, you need the ID and password, which was enclosed with your notification of acceptance or sent separately by the school office.
- > Please use the ID and password to log-in to the "Online Entrance Registration System".
- Use the initial Waseda mail address("Waseda ID"+"@initial.waseda.jp") and initial password to log-in to MyWaseda and obtain your own Waseda mail address and password.
- For detailed information on creating your Waseda mail address, please access the "Information Technology Service Navigation, Waseda University Site."
- \* Information Technology Service Navigation, Waseda University
- [Initial Setup for MyWaseda] http://www.waseda.jp/navi/e/mywaseda/initial.html %If you have any questions about your initial Waseda ID, please contact your school office.

#### Without using the "Online Entrance Registration System"

- Waseda ID user copy is handed to you, along with other University enrollment documents at the time of Admission or Admission briefing (Orientation/Guidance).
- Use the initial Waseda mail address("Waseda ID"+"@initial.waseda.jp") and initial password to login to MyWaseda and
  obtain your own Waseda mail address, and password.
- For detailed information on creating your Waseda mail address, please access the "Information Technology Service Navigation, Waseda University Site."
- \* Information Technology Service Navigation, Waseda University [Initial Setup for MyWaseda] http://www.waseda.jp/navi/c/mvwaseda/initial.html
- % If you have not received the Waseda ID and password, please contact your school office.

#### Taking the "Required Seminar for All New Students"

#### <For 2022 April Enrollees>

9:00, Friday, April 1 to 10:00, Friday, April 22, 2022

#### <For 2022 September Enrollees>

#### 9:00, Wednesday, September 21 to 10:00, Wednesday, October 12, 2022

Note: If you do not take the seminar and complete the test before the deadline, your Waseda ID may be suspended.

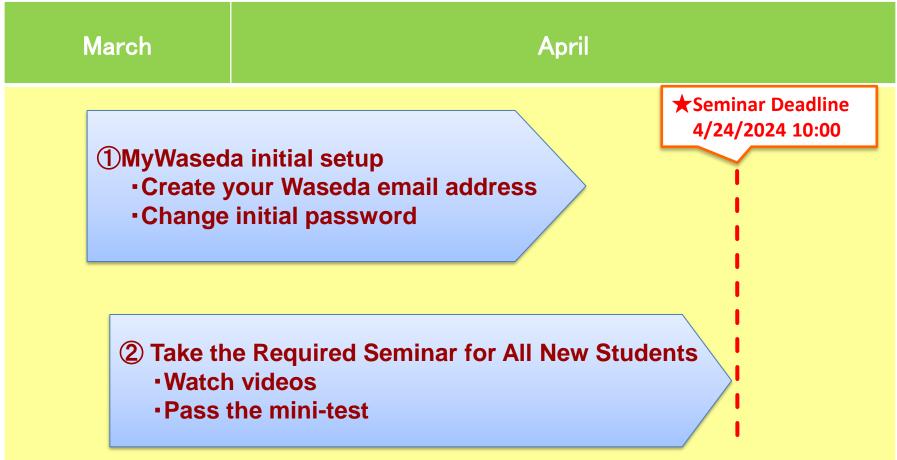


- Log into MyWaseda, click the "Home" menu, and choose "Waseda Moodle" from "Learning Support"
   Find and Click "Required Seminar for All New Students" from the Course list shown in Waseda Moodle
- (2) Find and Click "Required Seminar for All New Students" In (3) Read the "Structure of the Seminar" and watch the videos
- (4) To submit your answers to the mini -test, click the "Finish attempt" button, and then the "Submit all and finish" button.
- You will be shown your test results.
- In order to pass the mini-tests, you must answer all questions correctly!
- Note:
- $\cdot$  You can retake the tests as many times as you need, so do so until you pass.
- · Click whether your device satisfies the system requirements
- [Link] Recommended Environments for the Systems: http://www.waseda.jp/navi/e/services/system/sys\_requirements.html
  Check the following web page for details on how to take the "Required Seminar for All New Students".
- [Link] Required Seminar for All New Students: https://www.waseda.jp/inst/gec/en/gec/non-degree/computer



# Important Important Steps to Use MyWaseda >

### <For 2022 April Enrollees>





①MyWaseda initial setup
 Create your Waseda email address
 Change initial password

2 Take the Required Seminar for All New Students
 • Watch videos
 • Pass the mini-test

### Computer Environment for MyWaseda

- If your PC is connected to the Internet, you can use the services of MyWaseda such as MyWaseda initial setting, taking a Required Seminar for All New Students.
- If you don't use recommended computer environment, some services does not work. For more information, please refer to "Information Technology Service Navigation" and "Recommended Environments for the Systems".



## **1** MyWaseda initial setup

In order to use the MyWaseda, you will need to perform the initial setup.

XPlease note that you will need a initial Waseda ID and password or a Waseda ID user copy.

### <Initial setup required to use MyWaseda>

Create your Waseda email address
 Change initial password

For more information on how to obtain, please refer to the following website.

「Initial Setup for MyWaseda」 http://www.waseda.jp/navi/e/mywaseda/initial.html



### **2** Take a Required Seminar for All New Students

<Enrollment Period>

<For 2024 April Enrollees>

9:00, Wednesday, April 3rd to 10:00, Wednesday, April 24

<For 2024 September Enrollees>

9:00, Tuesday, September 24 to 10:00,

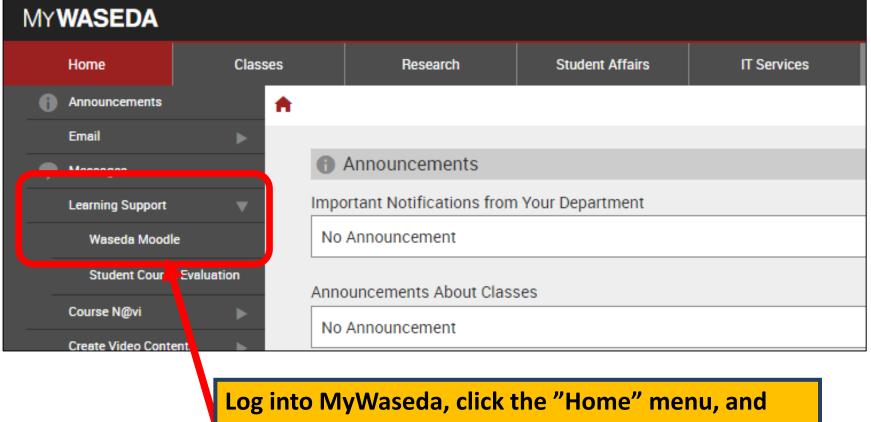
**Tuesday October 15** 

If you don't watch the video and pass the test before the deadline,

Your Waseda ID may be suspended!



### **2** Take a Required Seminar for All New Students



choose "Waseda Moodle" from "Learning Support"

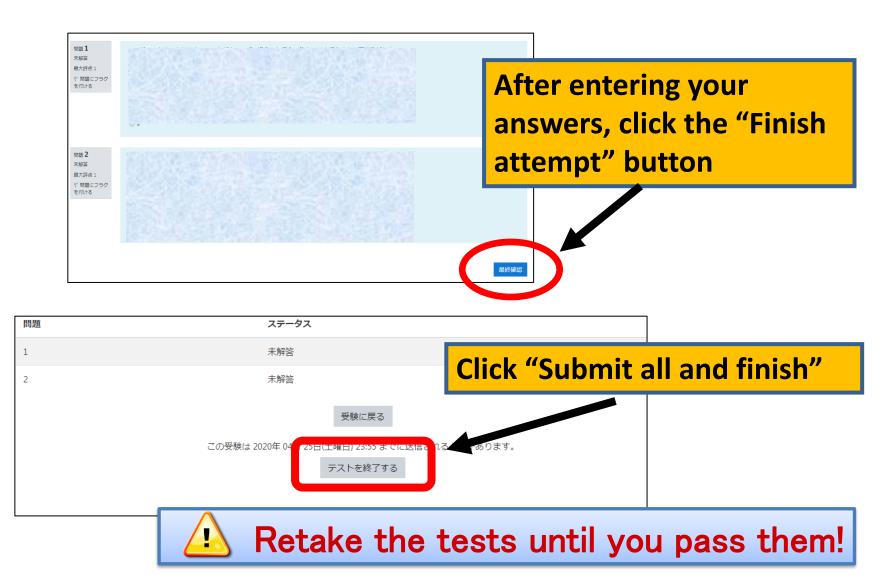
### **2** Take a Required Seminar for All New Students



## **3** Taking the mini-tests

- A web-based test to gauge your understanding of basic information ethics
- In order to pass the mini-tests, you must answer all questions correctly!!
- You can retake the tests as many times as you need, so do so until you pass.





## Notice (1)

 You will need to perform the initial setup. You can not use necessary services in your student life listed below with your initial Waseda ID written on Instructions for using MyWaseda.

- Course Registration(via web)
- Grade announcement(via web)
- > Automatic certificate and student-discount issuing machines

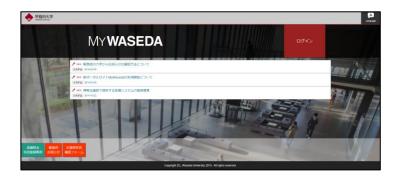




- Waseda mail will be available for up 3 hours after completing the initial setup.
- Please establish a password within 14 character more than 8 character.
   Please make a one-byte English small letter, a one-byte English capital letter and a half-sized figure intermingled more than 1 character respectively.
- You can take a Required Seminar for All New Students from the day after perform the initial setup.
- If you forget your password, please contact the office shown in the distributed documents.
- ✓ In the reissue procedure, your student ID card or examination admission card is required for proof of identity.
- If you have any questions about MyWaseda or troubles in the operation, please contact the office shown in the distributed documents.

## **Other Information**

### < Emergency Communications System >



1. Page preceding the MyWaseda Login Page

Academics Carrons Life Research Facilities Carrons Life Carrons Lif

2. Waseda Top Page

### For Emergency case

Bookmark these sites on your PCs and mobile !





