

# Required Seminar for All New Students attendance

Global Education Center

All new students **must take the “Required Seminar for All New Students” and successfully complete its mini-tests.** 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
  - ※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 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
  - ※If you have not received the Waseda ID and password, please contact your school office.

## ◆ Taking the “Required Seminar for All New Students”

### <For 2026 April Enrollees>

**9:00, Friday, April 3<sup>rd</sup> to 10:00, Friday, April 24, 2026**

### <For 2026 September Enrollees>

**9:00, Thursday, September 24 to 10:00, Thursday, October 15, 2026**

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.
- 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/>
- Check the following web page for details on MyWaseda.  
[Link] Waseda IT Service Portal: <https://www.waseda.jp/navi/>

# 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.

The main services that can be accessed from  
“MyWaseda”

MyWaseda

The screenshot shows the MyWaseda portal with several green callout boxes:

- Top right:** Log out, Change password, Change Waseda ID
- Left sidebar:** CourseN@vi, Waseda-net mail, Online storage, Place applications
- Center:** Check your grades, Part-time jobs, Scholarships
- Bottom center:** Manuals, security, university information, and so on

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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 **must take the “ Required Seminar for All New Students” and successfully complete its mini -tests.** 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/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 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.



#### 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](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 April Enrollees>

March

April

**① MyWaseda initial setup**

- Create your Waseda email address
- Change initial password

**★ Seminar Deadline  
4/24/2026 10:00**

**② Take the Required Seminar for All New Students**

- Watch videos
- Pass the mini-test



**Important**

# < Important Steps to Use MyWaseda >

< For September Enrollees >

September

October

**① MyWaseda 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

**★ Seminar Deadline  
10/15/2026 10:00**

# 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 "Waseda IT Service Portal".

# ① MyWaseda initial setup

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

✂ Please 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

## ② Take a Required Seminar for All New Students

### <Enrollment Period>

#### <For 2026 April Enrollees>

**9:00, Friday, April 3rd to 10:00, Friday, April 24**

#### <For 2026 September Enrollees>

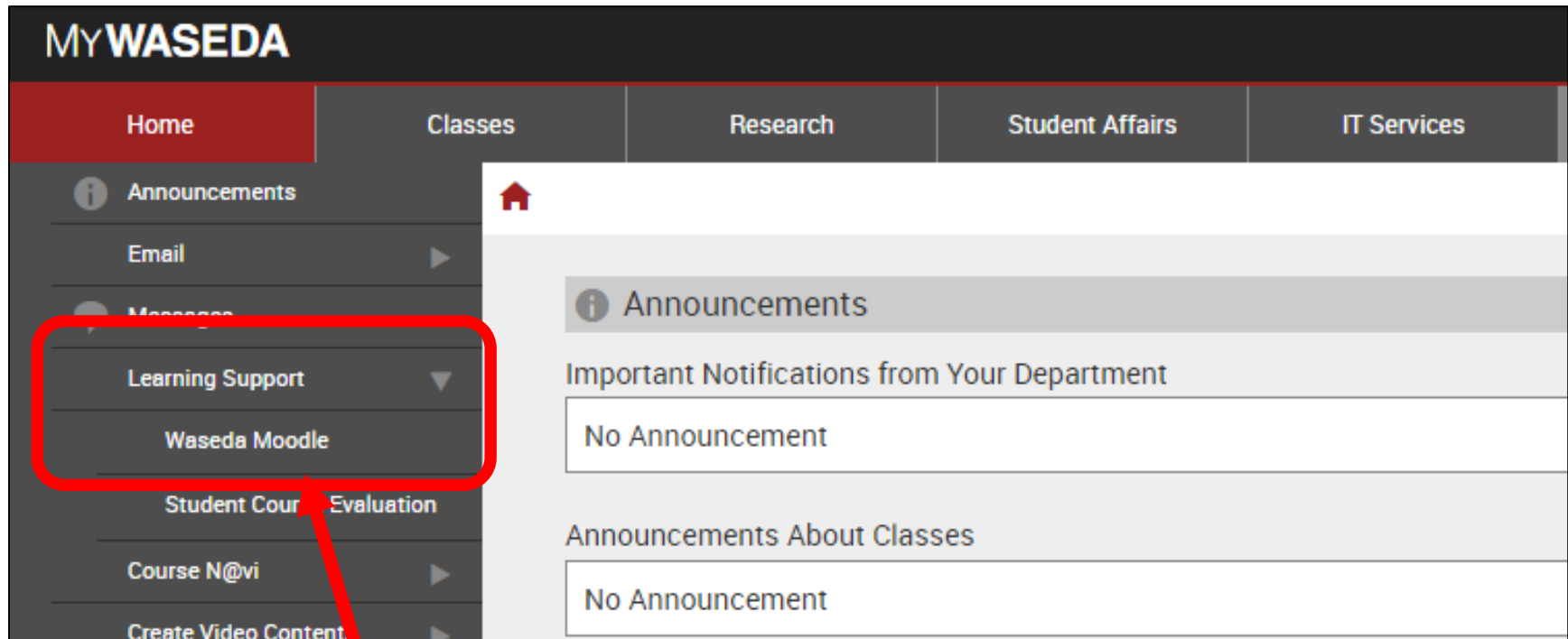
**9:00, Thursday, September 24 to 10:00,  
Thursday, October 15**

**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



The screenshot displays the MyWaseda website interface. At the top, the logo "MYWASEDA" is visible. Below it, a navigation bar contains five tabs: "Home", "Classes", "Research", "Student Affairs", and "IT Services". The "Home" tab is currently selected. On the left side, a vertical menu lists several options: "Announcements", "Email", "Messages", "Learning Support", "Waseda Moodle", "Student Cour Evaluation", "Course N@vi", and "Create Video Content". The "Learning Support" option is highlighted with a red box, and a red arrow points from this box to a yellow callout box below. The "Waseda Moodle" option is also highlighted with a red box. On the right side, a dropdown menu is open, showing a home icon at the top, followed by "Announcements", "Important Notifications from Your Department", and "Announcements About Classes". Both the "Announcements" and "Announcements About Classes" sections display "No Announcement".

**Log into MyWaseda, click the "Home" menu, and choose "Waseda Moodle" from "Learning Support"**

# ② Take a Required Seminar for All New Students

1. Click on Required Seminar for All New Students (either link)

新入生受講必須セミナー  
Required Seminar for All New Students

2. (3) Read the “Structure of the Seminar” and watch the videos

3. Take mini-tests and submit your answers

新入生受講必須セミナー【必須】 / Required Seminar for All New Students

ダッシュボード / マイコース / 非正規科目 / USグローバルエデュケーションセンター事務所 / 2019 / 2020年度 新入生スタートアップ講座【必須】 / AY 2020(S

アナウンスメント

全て展開する 全て折り畳む

解説: セクション名をクリックすることでセクション

新入生受講必須セミナー / Required Seminar for All New Students

受講の流れ/Structure of the Seminar

1. レポートを作成するにあたって / Guidelines for Papers & Presentations

2. MyWaseda / MyWaseda (再生時間 8:44)

**制限時間** 次の条件に合致しない限り利用できません: 活動「1. レポートを作成するにあたって / Guidelines for Papers & I」が完了した場合は

3. 早稲田大学の情報サービス / Information services of Waseda University

**制限時間** 次の条件に合致しない限り利用できません: 活動「2. MyWaseda / MyWaseda (再生時間 8:44)」が完了マ

## 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.**



# ③ Taking the mini-tests

問題 1  
未解答  
最大評点 1  
問題をフラグを付ける

問題 2  
未解答  
最大評点 1  
問題をフラグを付ける

最終確認

After entering your answers, click the “Finish attempt” button

問題	ステータス
1	未解答
2	未解答

受験に戻る

この受験は 2020年 04月 25日(土曜日) 23:55 までに送信される必要があります。

テストを終了する

Click “Submit all and finish”

 Retake the tests until you pass them!

# 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**

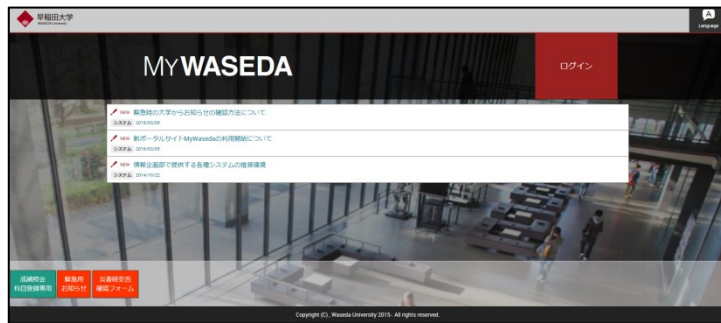


# Notice ②

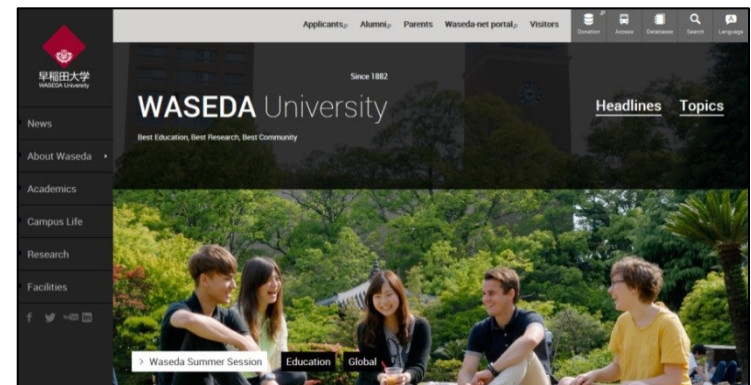
- **Waseda mail will be available for up 3 hours after completing the initial setup.**
- ✓ **Please establish a password within 14 character more than 8 character. Please make a one-byte English small letter, a one-byte English capital letter and a half-sized figure intermingled more than 1 character 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



2. Waseda Top Page

For Emergency case



**Bookmark these sites on your PCs and mobile !**



Thank you...