

For new students

MuroranIT 2022

Preparation for Online Classes

(A Beginner's Guide to MuroranIT Information Systems)

Center for ICT Education
情報教育センター

For attending online classes

Before an online class starts,

- Receive announcements from the class
 - By accessing CAMPUS SQUARE (system for course registration, etc.) and receiving e-mails from MuroranIT
- Obtain announcements and materials of the class
 - By accessing *Moodle*

When the online class starts, attend the class

- By Using *Zoom*

3 things to do before online classes start

- ① Receive e-mails from MuroranIT
- ② Log in to check materials on *Moodle* (learning management system)
- ③ Access a trial online meeting via *Zoom* (online meeting service)

※Screenshots in these slides are for explanation purpose and may vary slightly from actual screens

① Receive e-mails from MuroranIT

To-do

- Log in to Webmail system
- Receive e-mails form MuroranIT on your smartphone

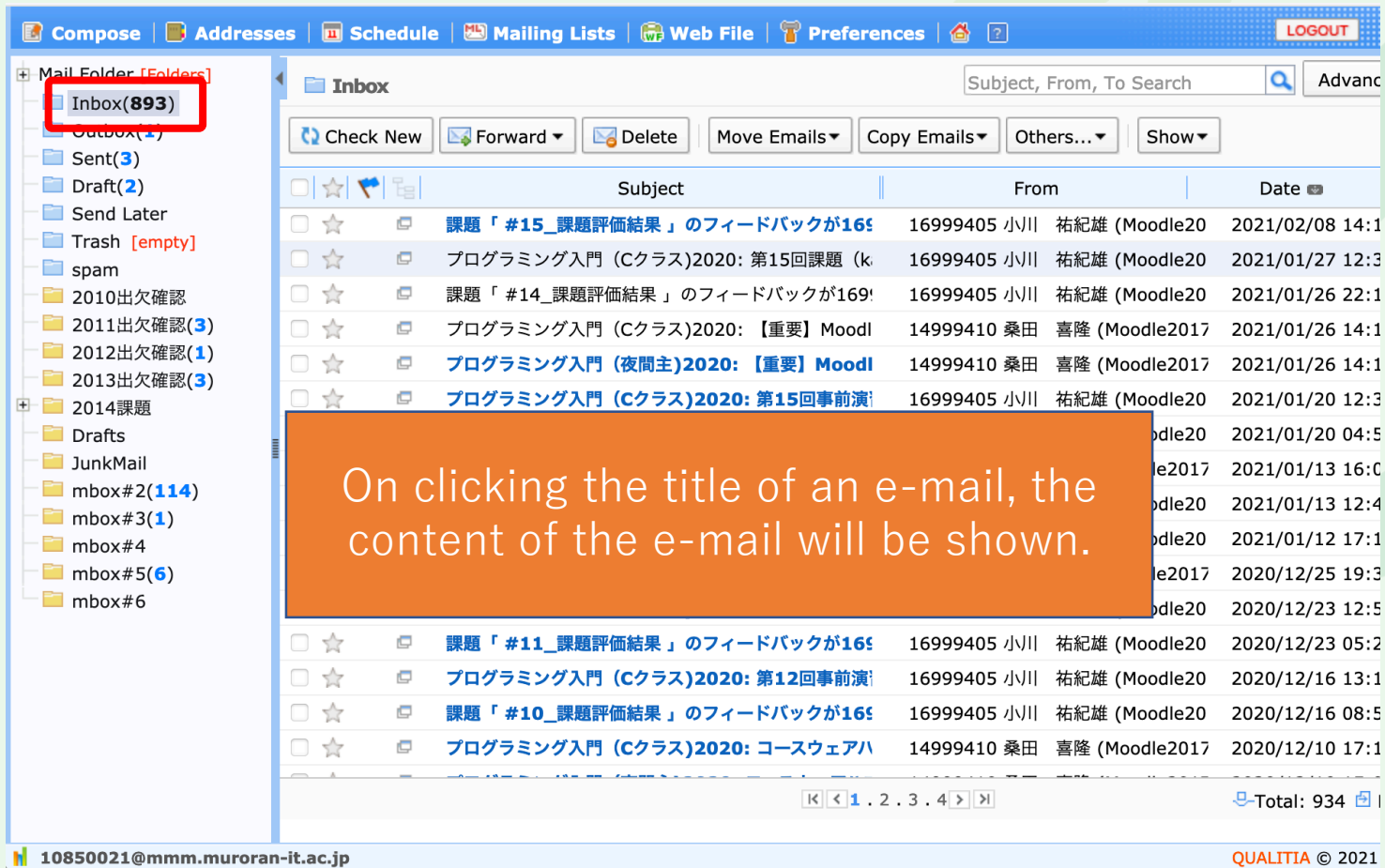
Log in to Webmail system

1. Open a web browser
2. Access the website of *Center of ICT Education* (“情報教育センター”), <https://wp.mmm.muroran-it.ac.jp/>
3. Click “Webメール” and log in to Webmail system



Check e-mails

1. Click Inbox (“受信トレイ”)
2. Choose the title of an e-mail from the list



Compose | Addresses | Schedule | Mailing Lists | Web File | Preferences | ? | LOGOUT

Mail Folder [Folders]

- Inbox(893)
- Outbox(4)
- Sent(3)
- Draft(2)
- Send Later
- Trash [empty]
- spam
- 2010出欠確認
- 2011出欠確認(3)
- 2012出欠確認(1)
- 2013出欠確認(3)
- 2014課題
- Drafts
- JunkMail
- mbox#2(114)
- mbox#3(1)
- mbox#4
- mbox#5(6)
- mbox#6

Inbox

Subject, From, To Search | Advanced

Check New | Forward | Delete | Move Emails | Copy Emails | Others... | Show

	Subject	From	Date
<input type="checkbox"/> ★	課題「#15_課題評価結果」のフィードバックが165	16999405 小川 祐紀雄 (Moodle20	2021/02/08 14:1
<input type="checkbox"/> ★	プログラミング入門 (Cクラス)2020: 第15回課題 (k	16999405 小川 祐紀雄 (Moodle20	2021/01/27 12:3
<input type="checkbox"/> ★	課題「#14_課題評価結果」のフィードバックが169	16999405 小川 祐紀雄 (Moodle20	2021/01/26 22:1
<input type="checkbox"/> ★	プログラミング入門 (Cクラス)2020: 【重要】Moodl	14999410 桑田 喜隆 (Moodle2017	2021/01/26 14:1
<input type="checkbox"/> ★	プログラミング入門 (夜間主)2020: 【重要】Moodl	14999410 桑田 喜隆 (Moodle2017	2021/01/26 14:1
<input type="checkbox"/> ★	プログラミング入門 (Cクラス)2020: 第15回事前演	16999405 小川 祐紀雄 (Moodle20	2021/01/20 12:3
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2021/01/20 04:5
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2021/01/13 16:0
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2021/01/13 12:4
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2021/01/12 17:1
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2021/01/12 17:1
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2020/12/25 19:3
<input type="checkbox"/> ★		16999405 小川 祐紀雄 (Moodle20	2020/12/23 12:5
<input type="checkbox"/> ★	課題「#11_課題評価結果」のフィードバックが165	16999405 小川 祐紀雄 (Moodle20	2020/12/23 05:2
<input type="checkbox"/> ★	プログラミング入門 (Cクラス)2020: 第12回事前演	16999405 小川 祐紀雄 (Moodle20	2020/12/16 13:1
<input type="checkbox"/> ★	課題「#10_課題評価結果」のフィードバックが165	16999405 小川 祐紀雄 (Moodle20	2020/12/16 08:5
<input type="checkbox"/> ★	プログラミング入門 (Cクラス)2020: コースウェアハ	14999410 桑田 喜隆 (Moodle2017	2020/12/10 17:1

On clicking the title of an e-mail, the content of the e-mail will be shown.

1 2 3 4 | Total: 934

10850021@mmm.muroran-it.ac.jp | QUALITIA © 2021

Forward e-mails

Forward your e-mails in MuroanIT account to your smartphone or PC

to receive announcements regarding class cancellations etc. on your own device.

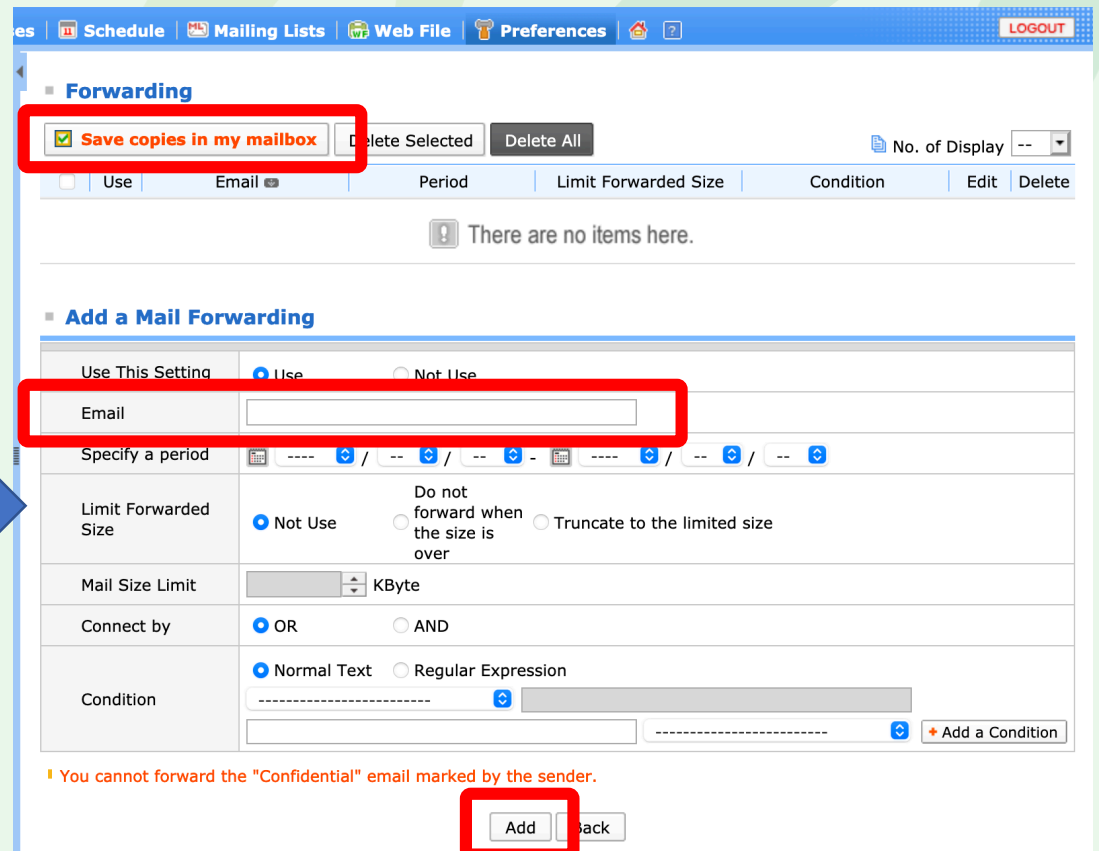
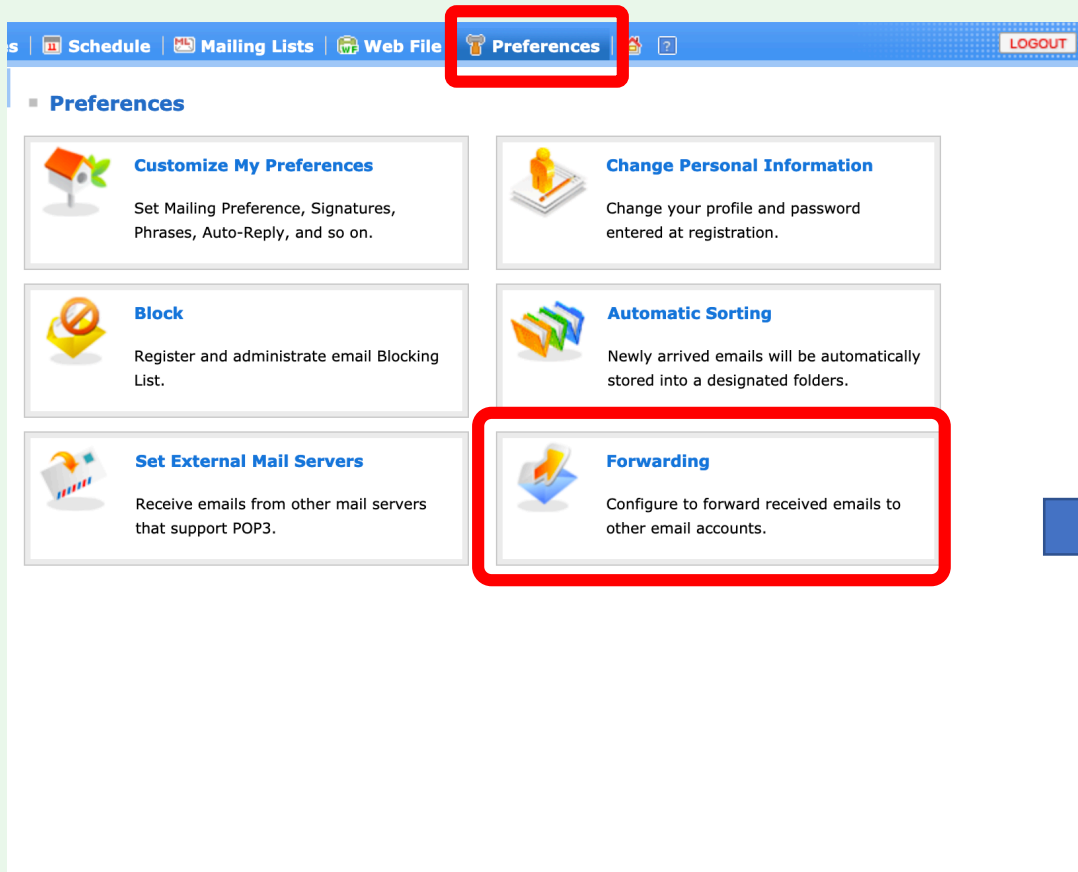
Ensure to complete this setting because faculty and staff in MuroanIT make an important announcement by e-mail.

Attention

Be careful not to forget to configure the setting to allow e-mails from *@mmm.muroan-it.ac.jp* in your mail client.

Forward e-mails (continued)

1. Click *Preference* and then *Forwarding*
 2. Enter your e-mail address of your own device and press *Add*
- Do not forget to check "*Save copies in my mailbox*"**



② Log in to check materials on Moodle

Moodle, MuroranIT's learning management system, provides webpages for supporting online learning (“隔授業支援2022”). It also provides webpages of every courses, which supplies course materials including meeting IDs and passwords for online classes.

To-do

- Enroll yourself into the page “遠隔授業支援2022”
- Enroll yourself into all the pages of your courses

Enroll in “遠隔授業支援2022前期”

1. Open a web browser
2. Type <https://moodle2017.mmm.muroran-it.ac.jp/course/view.php?id=4609> in the browser. Then, press enter and log in.
3. Press “Enroll me” and enroll yourself.

Muroran Institute of Technology E-Learning

ユーザ名

パスワード

☐ ユーザ名を記憶する

ログイン

Enter your ID and password on Account Notice

Moodle2017 English (en)

遠隔授業支援2022前期

Home / Courses / 2022前期 / その他利用 / 遠隔授業支援2022前期 / Enrol me in this course / Enrolment options

Navigation

- Home
- Dashboard
- Site pages

Enrolment options

遠隔授業支援2022前期

Teacher: 教育支援係 教育支援係

Self enrolment (Student)

No enrolment key required.

Enrol me

Enroll in Moodle page of your course (continued)

- Download a course schedule sheet.

Moodle2017 English (en) 工大 花子 10850021

遠隔授業支援 2022前期

[Home](#) / [Courses](#) / [2022前期](#) / [その他利用](#) / [遠隔授業支援2022前期](#)

Navigation

- Home
- Dashboard
- Site pages
- My courses

You are enrolled in the course.

連絡と問い合わせ

た場合は質問フォームで報告願

リンク付き時間割

- (リンク付き)R3年度前期大学院授業時間割(MC1).pdf
- (リンク付き)R3年度前期大学院授業時間割(MC2).pdf
- (リンク付き)R3年度前期学部授業時間割(1年生).pdf
- (リンク付き)R3年度前期学部授業時間割(2年生).pdf
- (リンク付き)R3年度前期学部授業時間割(3年生).pdf
- (リンク付き)R3年度前期学部授業時間割(4年生).pdf
- (リンク付き)R3年度前期学部授業時間割(夜間主).pdf

Administration

- Course administration
- Unenrol me from 遠隔授業支援2021前期

Enroll in Moodle page of your course (continued)

Each course name on a schedule sheet provides the link to the Moodle page of the course.

令和2年度 前期授業時間割[昼間コース・2年次]

1時限 8:45～ 9:30 3時限 10:25～11:10
2時限 9:30～10:15 4時限 11:10～11:50

		創造工学科				
		1番～85番				86番以降
月	1	微分積分C(Aクラス) J2085 桂田(窓口:竹ヶ原) N101				(前)
	2					(後)
	3	電気回路基礎(Aクラス) J3007 川口、加野、武田、渡邊(浩) N401	電気回路基礎(Bクラス) J3008 川口、加野、武田、渡邊 N303	電磁気学基礎(Cクラス) J3013 長谷川(弘)、酒井 A304	電磁気学基礎(Dクラス) J3014 長谷川(弘)、酒井 C208	
	4					
	5	現代情報学概論(Aクラス 学籍番号 1番～114番) J3035 小川 N305				
	6				英語コミュニケーションⅠ (Mクラス) F1073 ゲイナー N210 (Nクラス) F1074 ジョンソン N307 (Oクラス) F1075 工藤(ロ) J205 (Pクラス) F1076 ジョンソン陽子 N302	
	7	電磁気学基礎(Aクラス) J3011 関根、福田、渡邊(浩) A333	電磁気学基礎(Bクラス) J3012 関根、福田、渡邊(浩) C207	確率統計(Cクラス) J3040 北沢 C107、C309、C310		
	8					
	9	英語リーディング演習B(開始時間を遅らせる) (Aクラス)F1049 (Bクラス)F1050 (Cクラス)F1051 (Dクラス)F1052 (Eクラス)F1053 (Fクラス)F1054 C305、C306、C307、C309、C310、N101、N303、N306 橋本、塩谷、島田、三村、高久、深澤、未定				
	10					
火	1	(前半8週)流れの力学A(Aクラス) J3019 吉田(英) (後半8週)流れの力学B(Aクラス) J3021 風間 【OD】 A304		(前半8週)熱力学基礎A(Bクラス) J3024 今井 (後半8週)熱力学基礎B(Bクラス) J3026 廣田 N401		
	2					
	3			微分積分C(Cクラス) J2087 加藤(正) N209	微分積分C(Dクラス) J2088 高橋(雅) N303	
	4					
	5	(前半8週)熱力学基礎A(Aクラス) J3023 今井 (後半8週)熱力学基礎B(Aクラス) J3025 廣田 N401		【OD】 (前半8週)流れの力学A(Bクラス) J3020 吉田(英) (後半8週)流れの力学B(Bクラス) J3022 風間 A304		
	6					

Click a course name, then Moodle page of the course will be opened.

Green

Online learning

Red

Face-to-face learning

Notice:

Depending on the situation, learning style will be changed.

Each course name is linked to its corresponding Moodle page. Please make sure that *your course* is clicked.

※ A warning message might pop up on the screen, but please continue to do this enrolling process.

Enroll in Moodle page of your course (continued)

Example: Moodle page of “電気回路基礎（Aクラス）”

Moodle2017 English (en) 工大 花子 10850021

電気回路基礎（Aクラス）_2020

Home / Courses / 2020前期 / 授業用 / 電気回路基礎（Aクラス） / Enrol me in this course / Enrolment options

Navigation

- Home
 - Dashboard
 - Site pages
 - My courses
 - 情報セキュリティ入門（夜間主）_2021
 - 遠隔授業支援2021前期
 - プログラミング入門（Cクラス）2020
 - プログラミング入門（夜間主）2020
 - 現代情報学概論（創造工学科・Aクラス）2020
 - 情報セキュリティ入門2020（Dクラス）
 - 情報セキュリティ入門2020（夜間主）

Enrolment options

電気回路基礎（Aクラス）_2020

Teacher: 加野 裕 10999438 2020年度前期
Teacher: 川口 秀樹 10999444
Teacher: 武田 圭生 10999510
Teacher: 渡邊 浩太 12999605
Teacher: 高橋 一弘 14999807

▼ Self enrolment (Student)

No enrolment key required.

Enrol me

Administration

- Course administration
 - Unenrol me from 電気回路基礎（Aクラス）

Repeat this enrolling process to complete enrolling yourself to all the Moodle pages of your courses.

Some courses have multiple classes such as “A class”, “B class”, “C class” and “D class”. Pay attention to the course name on the schedule and be careful not to register the wrong Moodle pages.

Press and enroll yourself

※ if you enrolled a course by mistake, press the unenrolling button in the middle of the page and unenroll yourself from the course.
(If you have any troubles, contact Center for ICT Education (情報教育センター))

Attention

Enrolling yourself into the Moodle page of a course means that you become eligible for using the course's materials on the Moodle page. **It does not mean that you register for the course itself.** Please access CAMPUS SQUARE for the registration.

③ Access a trial online meeting via Zoom

To-do

- Install Zoom desktop client on your own PC
- Join a trial online meeting

※When joining online classes, please use a PC and do not use a smartphone unless an online class specifies your device.

Install Zoom desktop client on your own PC

PC (Windows / Mac)

Install “Zoom Client for Meetings”
<https://zoom.us/download>

Though you can attend online classes through Zoom meeting page (<https://zoom.us/join>) on a web browser, MuroranIT recommends that you use a Zoom client because you can use more Zoom functions by it.

When you have already installed a Zoom client, do not forget to update the client and make sure your PC runs with the latest version.

Join a trial online meeting

Start the Zoom client

Click “Join a Meeting”

Enter the meeting ID number

Enter the password

Now you are in!

【Online meeting for trial】

Schedule:

Apr. 6, 9:00 ~ Apr. 8, 17:00

(24 hours a day in this period)

- URL :

<https://us06web.zoom.us/j/87344825892>

- Meeting ID : 873 4482 5892
- No passwords needed

You do not need a Zoom account.

Additional notice

- When you join an online class, modify the display name according to the following format unless the class specifies a certain format.

12345678_工大花子 ("ID number"_"Full name")

- MuroranIT wireless LAN is available for online classes when you are in the buildings of MuroranIT.

SSID : ONLINE-CLASS

PSK : MurokoudaiLan

Note that too many concurrent connections can slow down the network speed.

Appendix

The background features two large, stylized, green leaf-like shapes. One is a lighter shade of green and the other is a slightly darker shade. They are positioned on the right side of the page, with the darker one in front of the lighter one, creating a layered effect.

Support

When you have any troubles with MuroranIT information systems, please feel free to contact Center for ICT education (情報教育センター) on the 3rd floor of Education research building #1 (教育研究1号館・C棟3階).



Please bring you own PC to Help desk if possible.

Special help desk

A special help desk is opened for supporting your preparation for online classes.

- Online
 - Meeting ID: 876 6567 7799 (no passwords needed)
- Face-to-face
 - Room C305, the 3rd floor of Education research building #1 (1号館C305教室)

Top FAQs

- How to attend online classes.
 - How to use Zoom, Moodle, etc.
- How to set up your PC for online classes.
 - How to access a MuroranIT free Wi-Fi service, ONLINE-CLASS.
 - How to install Microsoft Office.
 - How to install an antivirus software, F-Secure.

Schedule

date	opening time	closing time
Apr. 6 – Apr. 7	13:00	17:00
Apr. 8, Apr. 11 – Apr.15	10:00	17:00

※We are very sorry, but this help desk is available only in Japanese.