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金沢大学ネットワーク利用
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» Computer Consultation Counter

Emerging Media Initiative, Kanazawa University
Information magazine

(1) Kanazawa University Network Services

✿ What is KAINS?

The "Kanazawa University Academic Integrated Network System (KAINS)" is the campus network for education, research, and business for both campuses (Kakuma and Takaramachi-Tsuruma) at Kanazawa University. It is also used for club activities. You need the Network ID (see Section 3) to connect to KAINS.

Just so we're clear: This is an official University service. Any misuse or illegal activities on KAINS may result in punishment up to and including suspension and expulsion from the University.

✿ What is the Acanthus Portal?

The Acanthus Portal (アカンサスポータル) is the central hub of communications such as messages, class information, grades, library services, and in cases of faculty, work and administrative information. From here, students, faculty and staff can access the key services of the University. Since class cancellations, make-ups, and all sorts of matters including emergencies are communicated through the Portal, [please check the Acanthus Portal at least once a day](#). Section 7 explains further about Acanthus Portal.

✿ Two IDs, One Account

The University issues two primary identities, the "Kanazawa University ID" (KUID) and the "Network ID". These IDs complement each other as outlined in the following table. Another account called the "Microsoft365 License Account" is used to obtain Microsoft software through the EES license program. This License Account is provided to students, faculty and staff and is managed separately.

The Emerging Media Initiative (EMI, 学術メディア創成センター) manages these "two IDs, one Account", issuing the necessary credentials and providing services through the Computer Consultation Counter.

You may also be issued additional IDs and accounts outside IMC control. In this case, you should keep track of these credentials, and contact the issuers directly in cases of problems.

Connecting to eduroam (Education Roaming)

Students, faculty and staff members can use the eduroam service which provides network roaming between all member institutions around the world. This is very useful for conferences and visits to other universities. Before using, please issue the required number of eduroam IDs through the Acanthus Portal. The validity period of the eduroam IDs can be set during the issuance process.

✿ For more information, please see

<https://www.imc.kanazawa-u.ac.jp/service/eduroam/>

✿ For supported countries, please see <https://eduroam.org/where>.

(2) Kanazawa University ID and Network ID

✿ Overview

Kanazawa University ID (金沢大学ID)	This is the permanent ID given to all students, faculty and staff members. It will never change even after you leave the University. It is used to sign-in to the Kanazawa University Single Sign-On (KU-SSO, 金沢大学総合認証システム) system. * Do not show or tell anyone of this ID. * Do not lend or allow others to use this ID. * Be careful when you dispose of the initial ID/password notification paper.
Network ID (ネットワークID)	This ID is generated from the Integrated Account Management System (総合アカウント管理システム) and is used to connect your computer or smartphone to KAINS services, including KAINS-WiFi, allowing you to access the Internet. This Network ID will also become your email address. Ensure that you obtain your Network ID at the first opportunity.

✿ FAQ

	Kanazawa University ID	Network ID
What is it for?	Usually, to log in to the Acanthus Portal and is your proof of association with the University.	The Network ID is used to connect to KAINS and is used as your email address.
Where do I manage my account?	KU-SSO (Kanazawa University Single Sign-On)	The Integrated Account Management System provides self-service for registering and changing your Network ID.
What can I access with this ID?	You can use this ID to access all education, research, and administrative information and services in the University. This includes communications like class cancellations and supplements, academic affairs information like course syllabus, grades, and the learning management system (LMS), as well as (for faculty and staff) administrative information like budget usage and electronic pay slips.	It is used to connect to the Internet by using KAINS or when you are logging into a campus PC. You can use campus PCs in classrooms, libraries, the cafeteria, and other places in the University.
What's the name of this ID?	The ID looks like [abc12345], i.e. three alphabet followed by five numeric digits.	It can be any name with alphabets and numbers set by the user. It cannot be the same as your Kanazawa University ID, or someone else's ID.
How do I get it?	The University will give one to you. The numbering is random, each digit having no associated meaning. Your Kanazawa University ID is always printed on the back of your identity card.	You can register your Network ID by accessing the Integrated Account Management System through the Acanthus Portal.
Who can get it?	All students, faculty and staff members, and any personnel related to the University.	All students, faculty and staff members, and any personnel guaranteed by the Kanazawa University. The Kanazawa University ID is required to register the Network ID.
How long does this ID last?	Forever. You will keep this ID after graduation, retirement, or any status changes.	Students: until graduation or resignation from the University. Faculty and staff: until retirement or resignation from the University.
Anything else I need to know?	This ID grants you access to a lot of information in the University. Please ensure that it remains secure.	Student email is managed by Google, so the account is fully functional as a Google account. See Section 8 for more details.

(3) Network ID Registration

3.1 Access the Integrated Account Management System

Either

(A) Use any Campus PC or connect to the unsecured WiFi SSID "AprilOnly" and click "Get a Network ID" when prompted to log in, as shown in ① in the figure on the right.

(B) Go to the Information Media Center home page (URL given below the figure on the right). The link to Network ID registration is under the "主要サービス" (Main Services) to the right of the home page, as shown as ② in the figure.

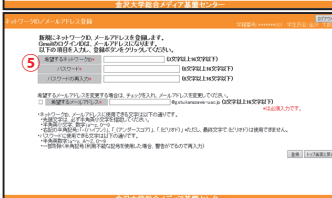


URL : <https://www.imc.kanazawa-u.ac.jp/>

3.2 Registering your Network ID

Enter your Kanazawa University ID and password as shown in ③ and click the Login button. Go to the bottom of the screen and click the "Network ID/Email Registration" (ネットワークID/メールアドレス登録) button as shown in ④. After filling in the necessary information ⑤, click the Register (登録) button. The "success" screen should appear. Click "OK" to complete the process, and then close the screen.

前述 (A) (B) のどちらかの方法でアクセス



What name should I use?

The Network ID name must be alphanumeric, having any combination of half-width* alphanumeric characters. **You may not use your Kanazawa University ID**, or any name already registered. This will also be your email address. Using your real name (first, last, initials, or some combination with added numbers) is a good idea to start your professional life.

* If you are a foreigner using a device without Japanese or full-width language input, you don't have to worry about this. Half-width is just normal text. Full-width text looks like this.

(4) Connecting to KAINS-WiFi

Use the SSID "KAINS-WiFi".

Windows10

- Click on the bottom-right taskbar Notification Area, then the Network Icon.
- Click on "KAINS-WiFi" and Connect.
- Enter your Network ID and password, then click OK.
- Click "OK" when asked "Continue connecting?".

macOS

- Click on the Network Icon, then turn Wi-Fi on.
- Click on "connect to other network".
- Type "KAINS-WiFi" when asked for the network name.
- Select WPA2 Enterprise security mode.
- Enter your Network ID and password as username and password respectively.
- Click on "Connect".

Android

- Go to Settings → Wireless & Network → Wi-Fi Settings. Turn Wi-Fi on.
- From "Wi-Fi Network", select "KAINS-WiFi".
- Enter your Network ID and password and tap "Connect". Leave "Anonymous ID" blank.

※ The connection method may be different depending on your device brand, model, and operating system version.

iPhone / iPad

- Go to Settings → Wi-Fi, and turn Wi-Fi on.
- Select "KAINS-WiFi" network.
- Enter your Network ID and password and tap "Connect".
- Accept the certificate.

※ The operation method may be different depending on your iPhone/iPad generation and iOS version.

Acanthus Print Service

You can upload and print documents using any supported color printers on the campus. There are printers installed in the General Education Lecture Hall (N4), Libraries (Central Library (N2), NST Library (S2), School of Medicine (14), and School of Health Sciences (3)), School of Medicine Educational Hall (20), School of Human and Social Science (Sodate Room and Lecture Hall 2), NST Main Hall (S1), and our office building (C2).



The printing fee will be deducted from your Co-Op account, so you will need to top up the balance in your student card or Kanazawa university ID card first. Usage guides are available at the printers.

* The numbers provided correspond to the official Campus Map. Buildings with numbers beginning in N/C/S are located in Kakuma Campus. Others are located in Takaramachi-Tsuruma Campus. They are updated as of 2021/03/01 and provided for convenience only.

(5) Software Licenses for Students, Faculty and Staff

✿ Microsoft Enrollment for Education Solutions (EES)

Kanazawa University has an enterprise contract with Microsoft to provide volume licensing to staff and students. You can install Microsoft Windows (as well as any upgrades or downgrades), Microsoft365 (formerly known as Office365 ProPlus), as well as the Core CAL (Client Access License) Suite. Windows may also be installed in virtual environments such as Boot Camp (for Mac OS) and VirtualBox (for many OSes including Linux).

※ For the latest information on the EES license, please check our website at <https://www.imc.kanazawa-u.ac.jp/service/Mslicense>

✿ Microsoft365 License

Students, full-time faculty and staff members may use Microsoft365 (formerly known as Office365 ProPlus) licenses on:

- ✓ Up to five (5) Windows or Mac OS computers, including privately owned computers and BYOC.
- ✓ Up to five (5) smartphones and five (5) tablets no larger than 10.1 inches, also including privately owned devices and BYOC. Only one device may be used at a time.

Please see the right panel (Section 6) for how to create an account and activate the license.

If you are still using Office Professional Plus: The latest EES licensing update does not include Office Professional Plus (Office2016, 2019, etc.) products and they should be uninstalled as soon as possible. You can continue to use Office products by installing Microsoft365, which will automatically uninstall obsolete Office products for you.

✿ Adobe Creative Cloud License

The University also has an ETLA agreement with Adobe to provide the Adobe Creative Cloud (Adobe CC) to faculty and staff of the University. Adobe CC and all its software may be installed on faculty and staff computers purchased with public and research funds (and one privately owned computer or BYOD with a Work at Home license). If you are a student, you can access on-campus computers to use Adobe programs.

※ Please see the IMC website for more details.

<https://www.imc.kanazawa-u.ac.jp/service/adb>

- ※ To begin using the Adobe License, access the URL above and click on the "Application Form" (利用申請フォーム) button and follow the instructions. The application for Adobe license will be shown only for authorized users.

(6) Getting a Microsoft365 License Account

A) Access the Application Site

Please access the license application site using the QR code on the right or the following url:

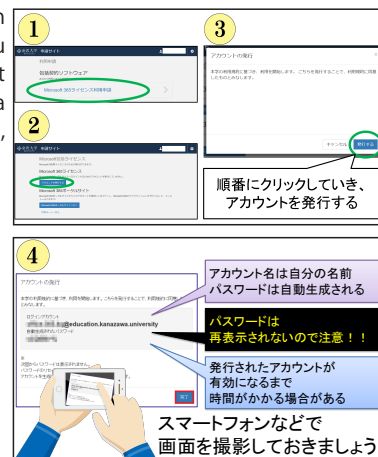
<https://apply.kains.kanazawa-u.ac.jp>

You will need to log in to KU-SSO using your Kanazawa University ID.



B) Obtaining a License Account

Follow the steps 1 through 3 shown on the right, and you will be provided an account shown in step 4. If you are using a smartphone to access this screen, you should take a screenshot.

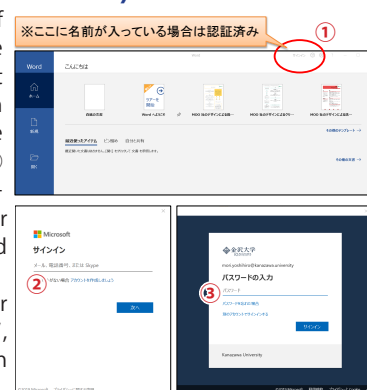


C) Activating your copy of Microsoft365 (formerly Office365 ProPlus)

To begin using your copy of Microsoft365, you have to activate your copy with the account obtained in step B. First, open Word, and click "Sign in" in the upper right corner as shown in ① on the right. Then, in the Microsoft-branded dialog shown in ②, enter the account information obtained in step B, and click Next.

When you are prompted to enter your "Email, phone, or Skype", always use the account information provided in step B.

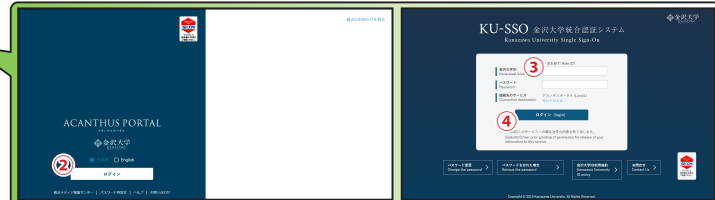
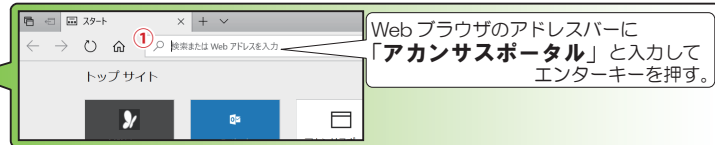
After clicking Next, you will arrive at a blue Kanazawa University-branded prompt ③. Enter the password obtained in step B to finish activating your copy of Microsoft365. Excel and PowerPoint will also be activated as well.



(7) Using the Acanthus Portal and Registering Contact Email Addresses

A) Accessing Acanthus Portal

- ① You should use the URL <https://acanthus.cis.kanazawa-u.ac.jp/> or search for "Acanthus Portal" or "アカンサスポータル" using your search bar in a web browser. You may wish to bookmark this URL for future use.
- ② You will reach the landing page. Select the language then click on the "Login" button.
- ③ The login page for KU-SSO will appear. Type your Kanazawa University ID and password into the appropriate boxes.
- ④ Click "ログイン (login)".



B) Your first time on Acanthus Portal

On the first login to Acanthus Portal, you will be required to:

- (a) Confirm the contents displayed on the confirmation screen. Read through the confirmation screen in its entirety, and click on "confirm" (確認事項に同意する).
- (b) Register your contact email addresses.

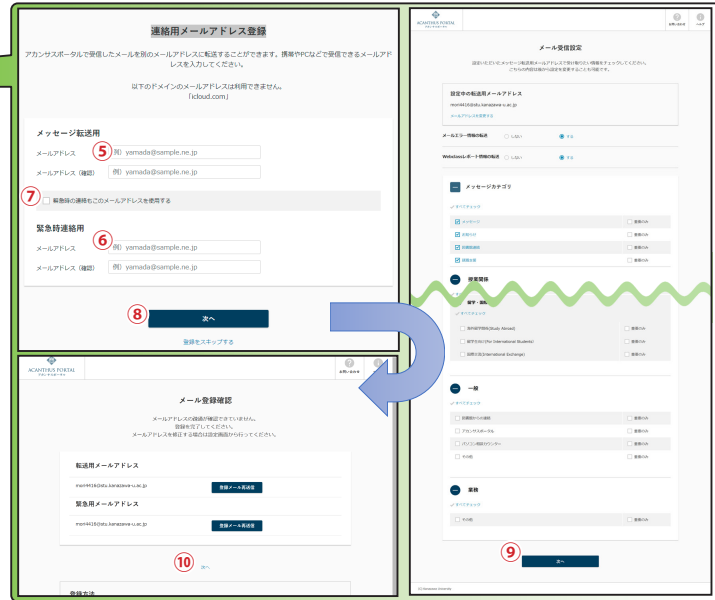
※なお、画面右の白色部分には、重要なお知らせが掲載されます。見落としてはいけない情報が記載されるので、必ず目を通しましょう。

You will have to register two email addresses. The first address is for **general communication** including text messages from the Acanthus Portal, shown as ⑤ in the figure. The second address is for **emergency communication** used for the University's emergency communications system, C-SIREN, shown as ⑦.

The emergency communication email address should be something that you can access quickly, such as from a smartphone.

If you're a freshman (a first year student), you can just set both contact email addresses to [network ID]@stu.kanazawa-u.ac.jp. You can use the checkbox ⑥ to set both general and emergency communication email addresses at the same time.

Once done, click next ⑧. Check the types of email you want to receive, and click next ⑨ to proceed. The final confirmation screen should display both email addresses again. Click next ⑩ for the final time to complete email address registration.



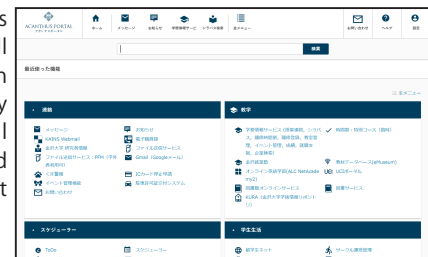
C) Confirming your registered email addresses

Once you have completed all the steps in B), we will send an email to your registered addresses. Click the link in the email to confirm your email address. If you do not receive this email, please confirm that you can receive messages from us.

If you need help on how to use the student mail system, check Section 8.

D) Your next times on Acanthus Portal

For your subsequent logins to Acanthus Portal, you will be shown the login screen (A). If you have successfully registered your email addresses as listed in (B) and (C), you don't have to do that again.



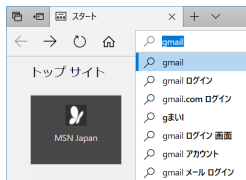
(8) How to use Student Email System

Kanazawa University provides Gmail (through the Google Workspace) to students. You will log in to the Gmail inbox environment.

A) Accessing Gmail

You can access Gmail through <https://gmail.com> or search for "Gmail" in your browser.

The login button is on the top right. If you are already logged in to other accounts, you should log out of them first.



After clicking Login, you will have to:

- 1 Enter your username, which is [NetworkID]@stu.kanazawa-u.ac.jp.
- 2 Click next.
- 3 Enter your Network ID password.
- 4 Click next.

Your Gmail account security screen will show up. Click next ⑤ to continue.

B) How to use Gmail

You can log in to Gmail using your email address [NetworkID]@stu.kanazawa-u.ac.jp.

There are many guides on how to use Gmail.

- ✓ When you log in for the first time, there should be an introductory message in your inbox. Click on it to begin.
- ✓ The (?) button on the top right of your screen takes you to the Gmail help screen. Most important tutorials are listed here.
- ✓ Most important buttons (compose and folders) are on the left. The settings button is on the top right.
- ✓ You can also look for guides and great tips on Gmail on the Internet.

* Staff Tip: Under General settings, there is an option called "Undo Send." Enable it, and you will have a small window period that you can still undo sending an email. This has saved lots of people from embarrassment like forgetting important attachments. (We the staff don't use Gmail officially, but we agree that Undo Send is one of the greatest inventions of mankind.)

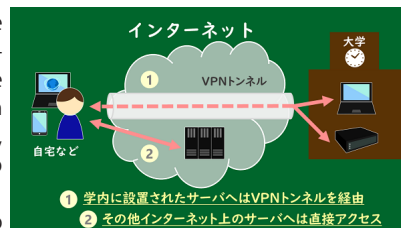
(9) For Faculty and Staff: Security Settings

Note: Specific manuals are available only through the on-campus network.

✿ KAINS-VPN

KAINS-VPN (Virtual Private Network) lets you access on-campus resources from outside the University, such as when you are traveling, teleworking, or at home. You can log in to the VPN using your Network ID.

To do this, you will need to download and install the Fortinet Client. Further details are available at <https://www.imc.kanazawa-u.ac.jp/kains/vpn/>.



- 1 学内に設置されたサーバへはVPNトンネルを経由
- 2 その他インターネット上のサーバへは直接アクセス

✿ Multi-Factor Authentication (MFA)

You may need additional authentication when accessing some University services from the outside. This authentication is done using either the "tiqr" app (tiqr.org) or one-time password (OTP) on your mobile device.

Before using MFA, you must register your mobile device from the "tiqr authentication registration" menu in Acanthus Portal. (See Section 4 if you need help accessing the network from mobile devices.) You may choose only one MFA method (either tiqr or OTP). tiqr is available only on smartphones, but OTP can also be used from PCs.

Student, Faculty and Staff Email Address

All students, faculty and staff have email addresses based on the Network ID. This email address is valid only while you are studying or working at the University. Your email address looks like this:

Students: [Network ID]@stu.kanazawa-u.ac.jp
Faculty and Staff: [Network ID]@staff.kanazawa-u.ac.jp

The student email addresses ending in [NetworkID]@stu.kanazawa-u.ac.jp are managed by Google Workspace and use the Gmail inbox system. Starting in 2017, email addresses can be different from the Network ID.

※ For more information, please check Emerging Media Initiative website at <https://www.imc.kanazawa-u.ac.jp/service/email>

Our Classroom Facilities

Classrooms 1 and 2

Our two computer classrooms are equipped with 81 PCs each. Adobe Photoshop, Illustrator, SPSS, and some other applications are installed only in these computers.

Multipurpose Room

Equipped with three-sided whiteboard walls and 6 projectors (in total), the room is ideal for group activities.

Computer Consultation Counter

Mon-Fri 09:00~12:30, 13:30~16:15 (Excluding Holidays)

“Your first line of help for all ICT matters!”

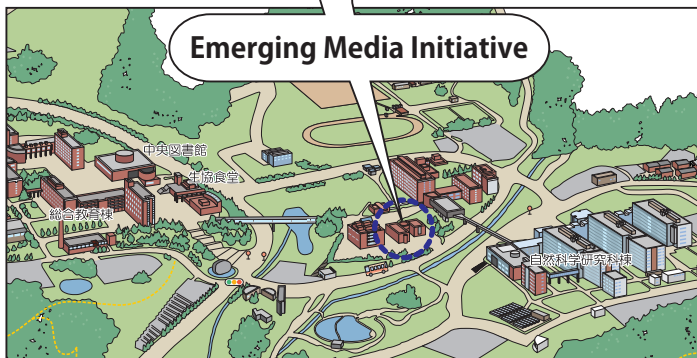
Contact us if you ...

- ✓ Have any questions about the Two ID, One Account (Kanazawa University ID, Network ID, Microsoft ProPlus License Account).
- ✓ Forget your password to the above accounts.
- ✓ Are unsure about using the Acanthus Portal or have any problems with it.
- ✓ Don't know how to, or cannot, connect to Wi-Fi.
- ✓ Want to use email, VPN, and Multi-Factor Authentication.
- ✓ Have problems like malware, virus, or unauthorized access (suspected hacking).
- ✓ Have problems with laptop configuration. (We don't do repairs, but we're happy to help with the setup!)

How to Contact:

- ① Come see us directly (no appointment required).
- ② Use the contact form: Click “Contact Us” on the top right of the main Acanthus Portal page.

Emerging Media Initiative



Emerging Media Initiative, Kanazawa University

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