How to Register for Subjects on the Web CAMPUS SQUARE
(Brief guide for students in Graduate School of IST)

I. Sign In

1. Select URL: https://www.ets.t-adm.t.u-tokyo.ac.jp/uten/campus/.

2. When “Security Warning” dialog box appears, click “はい(Y)” to continue.

3. Enter “User ID” and “Password”, and then click ”ログイン” to sign in.

(1) User ID

User ID is 8-digit number. Three-digit number “480” comes first and your student ID number follows. If the ID number is “12345”, User ID must be “48012345”.

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(2) Password
Initial password will be provided by the Postgraduate Section II. If you do not know the correct password, contact the Postgraduate Section II, please.

(3) Chang of Password
When you sign in for the first time, you are requested to change your password. Enter “new password” and re-type “new password”.

You are able to edit your password anytime. You need to enter “current password” and “new password”, and re-type “new password”.

< Notes on setting password>
- Password must be 6 characters or longer.
- Katakana, Hiragana and Chinese characters are invalid.
- At least one Roman alphabet and one Arabic numeral must be used in the password.
- Password is case sensitive.
- Symbols can be used.

II. Register for Subjects
1. Step 1: Click “履修登録 (Register)” on Top Menu to enter.
2. **Step 2-1**: Select the term; “夏学期 (Summer)” or “冬学期 (Winter)”. 
   **Step 2-2**: Enter the registration page.

3. Search subjects which meet your conditions. 
   **Step 3-1**: Select your department. 
   **Step 3-2**: Select “指示しない (All)”. 
   **Step 3-3**: Select “指示しない (All)”. 
   **Step 3-4**: Select the day of the week. If you do not specify, select “指示しない (All)”. 
   **Step 3-5**: Select the class period. If you do not specify, Select “指示しない (All)”. 
   **Step 3-5**: Click “検索 (Search)”. 

**How to register for compulsory subjects**

**Step 3-1**: Select the Graduate School (情報理工学系研究科) 
**Step 3-2**: Select “指示しない (All)”. 
**Step 3-3**: Select “指示しない (All)”. 
**Step 3-4**: Select “指示しない (All)”. 
**Step 3-5**: Click “検索 (Search)”. 

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4. Select subjects which meet your conditions.

**Step 4-1**: Select subjects you want to attend.

**Step 4-2**: Click “登録 (Register)”.

5. Check subjects you have registered.

**Step 5-1**: Select Timetable.
**Step 5-2**: Select the term; "夏学期 (Summer)" or "冬学期 (Winter)".

**Step 5-3**: Register for Intensive subjects.

### TIMETABLE

<table>
<thead>
<tr>
<th>Step 5-2</th>
<th>Step 5-3</th>
</tr>
</thead>
</table>

#### Step 5-2

- **Step 5-2**: Select the term; "夏学期 (Summer)" or "冬学期 (Winter)".

#### Step 5-3

- **Step 5-3**: Register for Intensive subjects.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Time Slot</th>
<th>Time Code</th>
<th>Lecture Name</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intensive subjects</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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III. Refer to the Syllabus

1. **Step 1**: Click “学科、専攻別” on Top Menu to refer.
   Unfortunately, there is no information on subjects offered by IST.

2. **Step 2**: Select the department.
   You are able to check subjects offered by School of Engineering and Faculty of Engineering.

3. **Step 3**: Select the academic year.

4. **Step 4**: Click the name of department or course
3. **Step 5**: Select the subject to refer.

![SYLLABUS](image)

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**SYLLABUS**

- Go back to previous subject.
- Go back to the list of subjects.
- Add to Favorites.
IV. Confirm Grades and Credits you have taken

1. Click “単位修得状況参照” on Top Menu to check.