

2018.3.23 No. 12

# Info!

## Contents

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1. Are You Ready for BYOD? —The Educational Computer System was renewed—	02
2. Recommendations for studying by using a laptop ! —Introductory map for Yoshida South Campus' self-study places—	05
3. About the proper use of software licenses	06
4. We also conducted the target attack e-mail training for this year	07
5. About the university's account and the university's e-mail at the time of graduation, course completion, transfer and retirement	08
6. The start of capturing delivery data using the Financial Accounting System	10
7. Enhanced support for the Web Hosting Service	11
8. Introduction of the storage services provided by the IIMC	12
9. We participated in EDUCAUSE 2017	14
10. We exhibited at the annual meeting of the University ICT Promotion Council (AXIES) held in 2017	15
11. We have introduced the Web Reservation System in Tokyo Office since October 2017	16
12. Workshop Information	18
13. Guidance of the University's Institutions	19
14. Topics on security (13 <sup>th</sup> edition) "Watch out for business e-mail fraud!"	20

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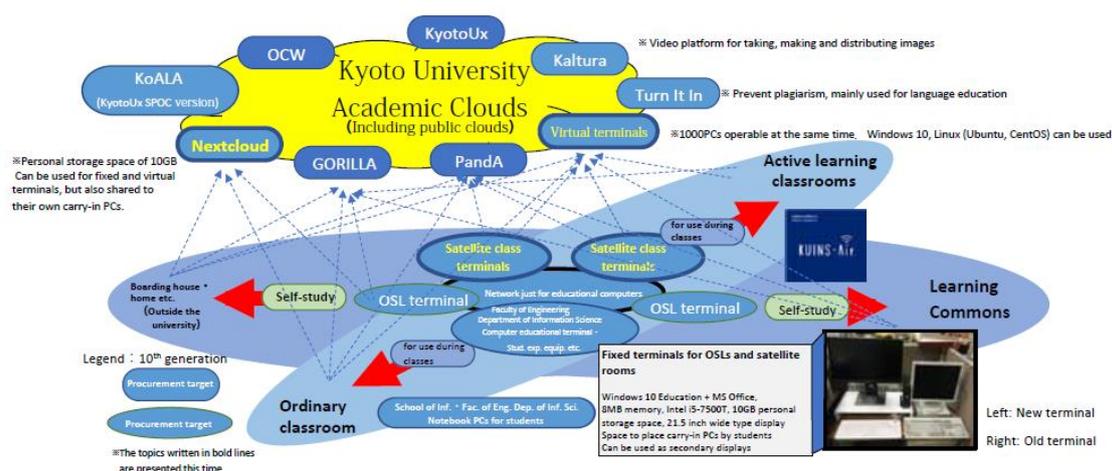
\* This English translation is provided for informational purposes only \*

In March 2018 we began operating the 10th generation of the educational computer system. From the use of desktops belonging to Kyoto University to the so called BYOD (Bring your own device), meaning that students bring their own PCs and the trend is to use it in class etc.

However, considering that suddenly abolishing all fixed type terminals and shifting to BYOD will increase the burden on both teachers and students, working in cooperation with each department, this time we will make a BYOD transition period when the system is combining partial BYOD with bringing your own PCs.

## Kyoto University Edition of BYOD

Student owned PC recommendation/ The necessity of expanding the education learning space/ Deepen the teaching and learning through creation



### ■ Major changes

- We reduced the number of fixed type terminals by about 1/3 as a whole.
- We reduced the number of fixed terminals of the Open Space Laboratory (OSL) by about 70% and we arranged it so as to be used for bringing member's PCs as a learning commons space. (In the survey done for undergraduate freshmen in 2017, 97.5% of the people answered that they either have or plan to buy one. The response rate was 81.4%)
- Satellite rooms of the law school, economics department, engineering department, science department, pharmacy department were reduced by classroom units. In addition, for other satellite rooms, we introduced the bringing of your own PCs along with fixed terminals having Windows 10 installed.

- We installed the VDI: Virtual Desktop Infrastructure which can be started and used on the server side in all satellite rooms. 1,000 virtual terminals can be operated concurrently and you can use Linux (Ubuntu or CentOS) via the network from inside or outside the university. This will allow us to provide a unified terminal environment in ordinary classrooms which helps improving the connectivity for lessons, preparations, review and also prepare lessons from remote campuses.
- The first grade seminar subjects that are held mostly in the terminal room of the Academic Information Media Center will be maintained along with the rebuilding of the CALL classroom of ILAS aiming at promoting the improvement of the foreign language educational environment.
- Printers have been abolished, but depending on the satellite classes, there are places where department's local printers can be used. For satellite rooms that don't have printers, the network print service provided by the Kyoto University's Co-op shop that is available at Co-op shops and designated places within the departments.

■ How to use the fixed terminals and your own PC you are bringing with you

- The use of fixed terminals in OSLs and satellite rooms

Fixed terminals are installed at 13 locations inside the university campuses, places such as the Open Space Laboratory (OSL) and satellite rooms of each undergraduate department. For these terminals, software used for Windows 10 as the basic software (OS), Microsoft Office 2016 as the application software and software used for classes etc. are available.

The user's files are stored in the file server installed at the university and can be used from the fixed terminal via the network. Please note that these files cannot be accessed by other users unless you make some special settings.

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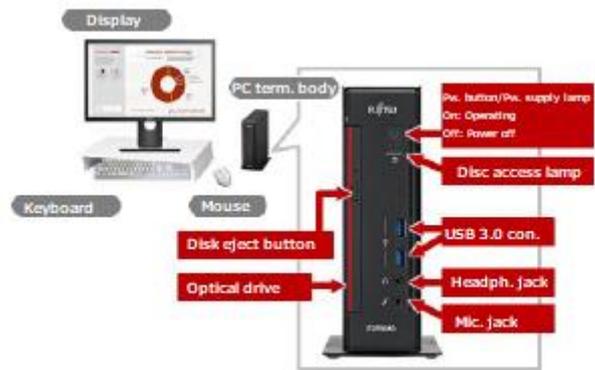
**【Printers】**

Having updated the educational computer system this time led to the abolishing of the printing services from the satellite rooms and OSLs.

When printing from OSL, please use the Co-op's paid service (web print system).

For printing inside the satellite rooms, please contact each room administrator.

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Fixed terminal type for satellite rooms and OSLs etc.

Windows 10 Education + MS Office 2016

8GB memory, Intel i5-7500T

10GB personal storage space

21.5 inch wide display

Space for carry-in PCs by students

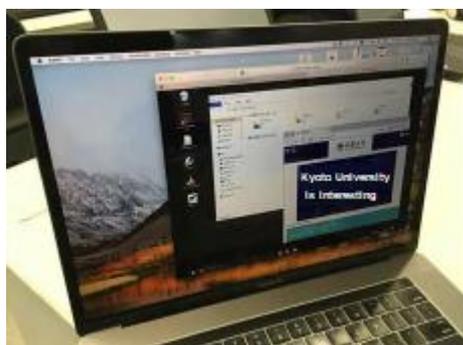
Can be used as secondary displays

○ The use of the virtual terminal

You can use the virtual terminal service not only from stationary terminals installed in OSLs and satellite classrooms, but also from your home or anywhere in the campus via the network.

You can use it for lessons inside the classrooms, self-study at home, preparing for lessons in the laboratory etc.

※ In order to use it, permission from the person in charge of the subjects or the system administrator is required.



Can be accessed from PandA



- \* Both teachers and students can access their classes from the course site
- By connecting the registration information with KULASIS, students taking the class can use it directly
- For accessing the VDI system one time password is necessary
- ~One time passwords are sent to the e-mail address~
- \* Class use is automatically activated and self-study must be booked

○ When using a BYOD terminal such as the PC you bring with you, please use KUINS-Air.

You can connect to the fixed terminals and use the VGA or HDMI for connection and use them as a second display.

○ Cloud Storage Service

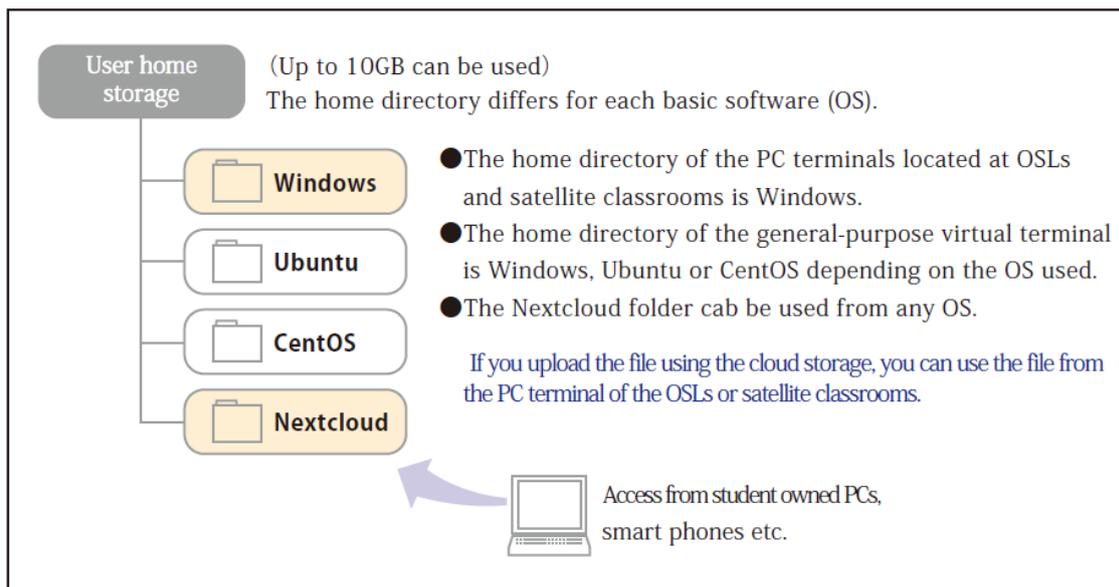
Cloud storage is the service that allows the access to files located in the user storage of the educational computer system from PCs, smart phones etc. that are owned by the user. In addition to saving files, there are functions such as sharing files on multiple terminals that you have.



In both cases of the terminal services (fixed type and virtual type), Nextcloud folder (drive) can be used after logging in.

Nextcloud folders can synchronize files with PCs, tablets and smartphones by using dedicated software. The file sharing with other users is also possible.

#### User storage structure of the educational computer system



#### ■ Final remarks

The first semester of 2018 is the first time to use the new system and therefore various problems, including unexpected ones, may appear.

At the IIMC, BYOD-TA are placed in the OSL of the 1st floor of the South Building of the Academic Information Media Center and we will be increasing our efforts to deal with troubleshooting, answering questions and dealing with the PCs you bring in.

#### ■ Contact:

Please contact us by using the e-mail address [support@iimc.kyoto-u.ac.jp](mailto:support@iimc.kyoto-u.ac.jp).

(Kajita Shoji, Director of IIMC's Education Support Division)

**Recommendation when studying using a laptop!**

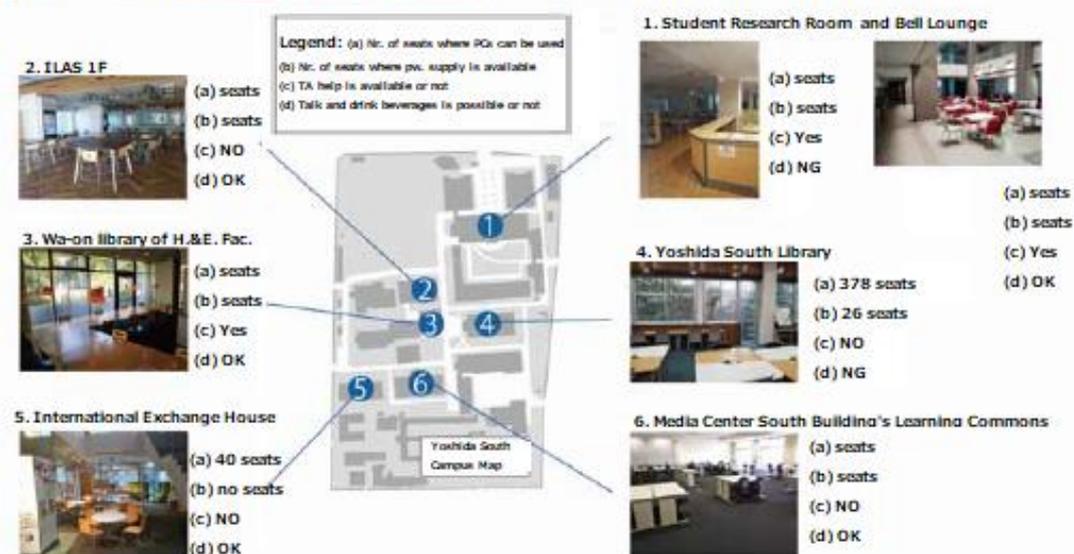
**-Introductory map of Yoshida South Campus' self-study places-**

Kyoto University is recommending students to have a laptop because the opportunities to do self-study inside the campus by using a laptop have increased. Especially in the Yoshida South Campus, where there are many students receiving education in common subjects, the needs for self-study in various forms are increasing.

Therefore, in this article we are presenting the places inside Yoshida South Campus where self-study using a computer is possible. We have also included information on whether there are desks where power supplies are available for charging laptops, hoping that you will be able to learn inside the campus.

※Even if there are no power supplies on desks, somewhere nearby, either on the wall or on the floor etc. they may be available.

Existing self-study spaces available in Yoshida South Campus (according to a survey done in March 2018 by the IIMC)



(The nr. of seats was checked by the Inf. Env. Sup. Center )

## Proper use of the software license

The members of our university are trying to properly manage and use the computer software (hereinafter referred to as “software”), but last year a foreign student of our university has illegally downloaded software that he did not purchase the license for last year and it became clear that he used it last year. This case received a strict observation from the department head. The unauthorized use of software represents a violation of the copyright law, not only by the person doing it, but also the institution involved can be asked for legal liability, compensation for damages etc. and also could lose its trust.

We ask you to confirm the following matters and to make efforts so as to properly manage and use the software.

International students and foreign researchers who are not familiar with Japanese laws and systems should pay particular attention and university’s faculty is asked to give them guidance and advice etc.

『

- Software should be obtained as legal products through a correct distribution route (regular sales agent, manufacturer’s direct sales etc.). Pirated software from the web etc. may not be acquired.
- Do not acquire crack tools (tools that improperly modify the mechanism of the software).
- Use the software properly in accordance with the license agreement and do not conduct unauthorized modifications or duplications.
- Regardless of the media (CD, DVD, download from the web etc.) purchased software should be properly managed so as not to be touched by third parties.
- Proof of entitlement or the license agreement shall be kept if proper conditions so that it can be shown immediately if necessary.
- The person responsible for managing the information equipment is required to grasp installed software and regularly confirm that it is properly used.

』

(IIMC/ Information Infrastructure Division)

## **This year we also conducted the targeted attack e-mail training**

When the members of our university receive targeted attack e-mails or suspicious e-mails, they should not click on the URL nor open the attached files, but report about it and take the proper measures. In order to be able to do so, we continued the training targeted attack e-mail that we did last year.

Prior to the implementation, we distributed information(※1) summarizing the outline of the targeted attack e-mail and correspondence at our university through the security officer of each department beforehand so as to inform about it.

The outline of the training is described below.

### ■ Target

All board members, faculty & staff etc. for who a faculty& staff e-mail address has been issued.

### ■ Implementation method/ Number of times

Twice from October to November 2017

### ■ Summary

Not only when the training e-mail was received, but also when suspicious e-mails were received as described in ※1, a lot of people have sent messages to us about it. This fact shows that your consciousness has improved.

Suspicious e-mails arrive at our university on daily basis. We hope you will continue to pay attention to these issues.

For 2018 we plan to continue conducting the same training. We apologize for troubling you, but we thank you in advance for your understanding.

※1: Outline of target attack e-mail and correspondence can be found at this page:

[http://www.iimc.kyoto-u.ac.jp/ja/services/ismo/use/targeted\\_email.html](http://www.iimc.kyoto-u.ac.jp/ja/services/ismo/use/targeted_email.html)

(IIMC>F01 Information Security> **【Can only be accessed on-campus】** Overview and Correspondence of Targeted Attack E-mail

(Planning & Information Department/ Information Infrastructure Division/ Security Measures Team)

## About the university's account and the university's e-mail at the time of graduation, course completion, transfer and retirement

The university accounts (ECS-ID (Student Account)) and SPS-ID (Faculty & Staff Accounts) and the university e-mails (KUMOI (E-mail for Students) and KUMail (E-mail for Faculty & Staff) issued by Kyoto University will not be available for use when a certain person is no longer a university member.

### ■ For the students who will graduate, complete their courses or withdraw from the university in March

Please do the following preparations by the 31st of March 2018.

#### ① Back up the files you need

Please log into a PC terminal of the educational computer system and save the necessary files using USB memory sticks. It is not possible to save them to CD or DVD.

#### ② Back up the e-mails you need

There is a way of doing it by using e-mail software and another one by importing them to Gmail or HotMail. They are posted below, so please refer to it.

FAQ: [http://www.iimc.kyoto-u.ac.jp/ja/faq/mail/kumoi\\_Use/](http://www.iimc.kyoto-u.ac.jp/ja/faq/mail/kumoi_Use/)

#### ③ E-mail transfer settings

If you set the forwarding destination, the e-mails arriving at KUMOI will be transferred to the destination set for 3months (until the end of June) after having it stopped. Please access it and set up the transfer protocol.

Kyoto University's account management> Change password/change student e-mail  
KUMOI transfer settings

<https://ecs.iimc.kyoto-u.ac.jp>

#### ④ Confirm the forwarding destination settings for the lifelong e-mail address

For students enrolled in a regular course we issue lifelong e-mail addresses. Please access the following URL, login with the lifelong e-mail address and password from "Change the registered information", check or change the forwarding e-mail address.

The webpage for the Kyoto University Lifelong E-mail Service is:

<https://www.lm.iimc.kyoto-u.ac.jp/kulml/>

- ※ Lifelong e-mail address is an address made for forwarding, but you can use it for your entire life by always registering a valid address for the forwarding destination. If the address has not been activated yet, please contact us from the "inquiry" link.

## ⑤ Others

Please inform the people you communicate with using e-mails of the new address that you will be using from April.

### ■ Students enrolled at Kyoto University even after April, but whose status or affiliation changes

**【The status changes within the student class(undergraduate student=>graduate student, graduate student=>research student, research student=>graduate student etc.)】**

You can use the same ECS-ID and KUMOI address as they are. In this case there is no need for you to follow the procedure.

If you received the ECS-ID notification and there is a different ECS-ID listed in the notification, it is possible that the ECS-ID was issued twice, so please contact the Information Environment Support Center.

### **【When the status changes to JSPS-PD, part-time lecturer, trainee etc.】**

The same ECS-ID and KUMOI address can be used by changing your status (continuation) of the ECS-ID. We will inform to the KUMOI address from May to June, so please follow the procedure to change your status when you receive the notification.

### **【When becoming a faculty or staff of Kyoto University (excluding part-time lecturers)】**

For the faculty & staff of Kyoto University the SPS-ID (faculty & staff account) and KUMail e-mail address (faculty & staff e-mail) will be issued, so please use them. ECS-ID and KUMOI e-mail address will not be available for use so please check the above paragraph “for the students who will graduate, complete their courses or withdraw from the university in March” and follow those procedures.

### ■ For teachers & staff members (except for part-time lecturers from outside the university) who expect to transfer, retire, etc.

#### **【In case of transfer inside the university】**

In case of an internal transfer, you can use the same SPS-ID and KUMail address as before. It is not necessary to follow the procedure.

#### **【Retirement or transfer to another job outside the university】**

If you leave Kyoto University, the SPS-ID and the KUMail address will no longer be available. Please do the following preparations.

① **Back up the e-mails you need**

Before the SPS-ID expires, please prepare to save the e-mails and move them to the new e-mail environment.

FAQ: [http://www.iimc.kyoto-u.ac.jp/en/faq/mail/kumail/kumail\\_9.html](http://www.iimc.kyoto-u.ac.jp/en/faq/mail/kumail/kumail_9.html)

② **E-mail transfer settings**

If the forwarding destination e-mail is confirmed before the SPS-ID expires, please set up the e-mail forwarding. The e-mails arriving at the KUMail address will be transferred to the e-mail address specified in the forwarding destination for 90 days. If the forwarding destination e-mail address has not been confirmed before the SPS-ID expiration, please mention that fact.

Please e-mail us at [kumail-qa@mail2.adm.kyoto-u.ac.jp](mailto:kumail-qa@mail2.adm.kyoto-u.ac.jp).

③ **Confirm the forwarding destination settings for the lifelong e-mail address**

For full-time faculty and staff, lifelong e-mail addresses are issued. Please access the following URL, login with the lifelong e-mail address and password from “Change the registered information”, check or change the forwarding e-mail address.

The webpage for the Kyoto University Lifelong E-mail Service is:

<https://www.lm.iimc.kyoto-u.ac.jp/kulml/>

※ Lifelong e-mail address is an address made for forwarding, but you can use it for your entire life by always registering a valid address for the forwarding destination.

④ **If you are a network administrator or an user of the hosting service, please do the necessary procedures for changing the administrator.**

Please proceed as described below.

◆ The person responsible for VLAN management of the network etc.

Faculty & staff authentication system (groupware)> work link> network applications etc.> Registration database for KUINS connection devices

◆ Hosting service users

We will send an inquiry mail about the use of the hosting service in 2018 separately to all users, so please follow the instructions.

**【If you still hold some kind of status at Kyoto University】**

If you become a part-time lecturer, JSPS-PD, trainee, commissioned researcher, collaborative researcher from the private sector etc., we will issue an ECS-ID when you

apply for it. Please check the application method shown below.

Acquisition of the ECS-ID (Student Account) and application to continue using it:

<https://url.iimc.kyoto-u.ac.jp/z3nu0>

※ We are issuing ECS-IDs (student accounts) to all Emeritus Professors in one batch. Please activate it and use it. This ECS-ID allows you to use KUMOI (Student Account) and the network. In addition, the acquired ECS-ID and the KUMOI e-mail addresses can be used without the need to update them every year.

■ **Contact us**

Please contact us if you have any questions about the acquisition or use of the ID and e-mail address. E-mail: [support@iimc.kyoto-u.ac.jp](mailto:support@iimc.kyoto-u.ac.jp)  
(Information Environment Support Center)

### **About starting to capture delivery data in the financial accounting system**

From January 2018, as an effort to contribute to labor saving and to the efficiency of the voucher input work, at Kyoto University we started to operate a plan consisting in inputting the delivery data to the university's financial accounting system for transactions with dealers having a large number of transactions with the university.

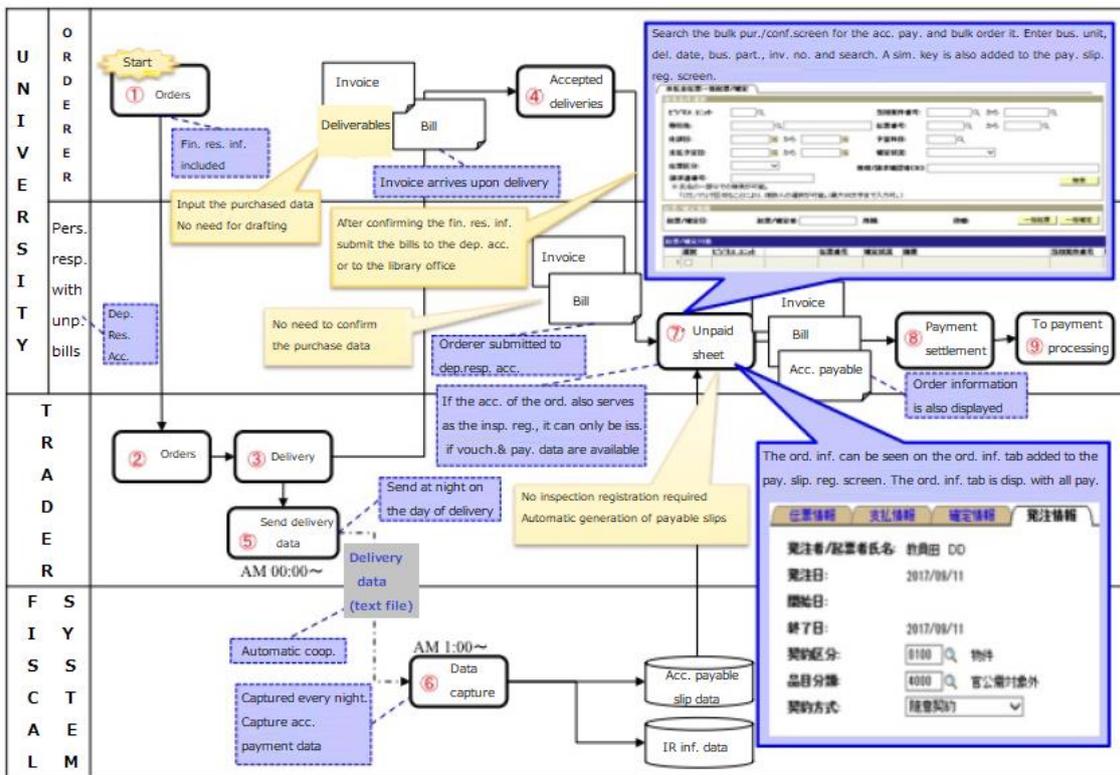
The orders made by the faculty and researchers so far had to be inputted to the financial accounting system for each contract as a general rule.

By retrieving the delivery data from the vendor, it is possible to save time and labor for the input of researcher's ordering data and also for the clerical work it is expected to improve the efficiency of the accounting work such as the confirmation of the purchase data, registration of the verification data and automatic generation of accrued data. In addition, it becomes possible to grasp the outstanding debt promptly and lead to the prevention of omissions of accrued liabilities.

In addition, we can expect to contribute to the IR (Institutional Research) by acquiring the data (product information) of delivered items. Currently only 1 company is cooperating concerning the delivery data, but in the future it is possible to secure time for researchers to engage in education and research by linking the delivery data with other suppliers in the future and we believe that further labor savings and efficiency improvements can be expected.

I think that it may cause inconvenience for a while after the start of loading the delivery data, but we ask for your understanding and cooperation.

## 【Basic accounting workflow through cooperation of delivered data】



(Financial Accounting System Data Cooperation Project)

## Enhanced support for the Web Hosting Service

The IIMC provides the VM Hosting Services and the Web Hosting Service and to support the provision of information services to both the Internet and the Intranet, including the Web pages done by the faculty members themselves. Especially the Web Hosting Service has been used in various ways so as to send out the Web pages of laboratories and divisions, but on the other hand has raised several concerns about the information security and the backup. Therefore, as of the 1st of February 2018, we decided to strengthen the support contents of the Web Hosting Service.

In this article we will introduce the contents backup and the WordPress automatic update settings (trial offer). Please note that although there will be an enhancement in the support, no further usage charge burden will be issued.

### ■ Contents backup

It saves regularly the backup of the contents data as a means to restore either the deletion or the overwriting of the contents due to erroneous operation or to detect/restore the data tampering due to the information security infringement and to provide it to the user when necessary.

- every hour for up to 3h prior to it
- every day for up to 7 days prior to it
- every week for up to 4 weeks prior to it
- every months for up to 6 months prior to it (save starting from January 2018)

The items present in the contents folder can be restored from an hour ago to half a year ago, by making data comparisons and it becomes possible to restore the contents or detect and recover falsifications that may occur. Regarding the backup of the database, we are obtaining it from the past up to now (every day for up to 7 days in advance/ every week for up to 4 weeks in advance).

### ■ WordPress automatic update settings (trial offer)

WordPress (WP) is the most used CMS (content management system) currently. By using the WEB Hosting Service, you can use the WP even if you choose one of the following methods to select when applying for the service.

- Add the “WordPress package” and use the WP site prepared in advance by the IIMC
- Add “CGI/PHP package” and set up the WP site on the user side

By arranging a lot of plug-ins and themes, WP can create web contents according to people’s tastes quite freely. On the other hand, because it is one of the commonly used software, it easily becomes the object of attacks. Therefore, strong password

management and secure updating of vulnerability are strongly required.

This time, automatic updating of WP became possible regardless of the above-mentioned mechanism offering or original construction. Specifically, we check the following contents of the WP on a daily basis and if necessary we update it.

- WordPress main body (core) ●Database ●Patch for Japanese
- Plugins (those distributed on the official website) ●Themes

In order to apply this automatic update to the WP site that is currently in operation, it is necessary to apply to the Cloud Computing Team. This is because the customization situation of individual sites is different, automatic updating may have already been carried out by another method and it is necessary for users to decide whether to introduce this setting or not.

In the future, if you choose “WordPress package” for newly built websites, we plan to apply automatic updating by default.

#### ■ Contact Information

In this matter, if you are currently using the Web Hosting Service, individual inquiries can be made. The IIMC will continue to consider further improvements in the convenience of the Web Hosting Service and finding new forms for the information dissemination means. If you have any requests or opinions, please feel free to contact us.  
E-mail: [whs-ga@media.kyoto-u.ac.jp](mailto:whs-ga@media.kyoto-u.ac.jp)

(Aoki Takaaki: Associate Professor at the IIMC/ Research Support Division)

## Introduction of the storage services provided by the IIMC

The IIMC provides multiple storage services available to the students, faculty & staff of Kyoto University. Here we will introduce the main applications of each service, typical usage methods and examples, restrictions, subjects to be used, etc. Please use the appropriate storage service case by case.

Applications from A to D match with the storage services as indicated in the table below.

A: File transfer

B: Data storage/ backup

C: Sharing files with multiple individual devices

D: File sharing within the department etc.

Table: Comparison regarding the Storage Service

System Name URL	Use				Main target files (Supplement)	Users		
	A	B	C	D		Std.	Fac.	Staff
Nextcloud https://nextcloud.rd.iimc.kyoto-u.ac.jp	○	○	○		Any (Trial service in progress)	○	○	○
Cloud Storage for BYOD https://storage.ecs.kyoto-u.ac.jp	△	△	○		Files inside the terminals of the Educational Computer System	○	○	
KUMail Storage https://fsv.iimc.kyoto-u.ac.jp	○				Large attachments		○	○
Groupware document sharing • Large documents https://www.tam2.adm.kyoto-u.ac.jp	○			○	Conf. materials, work rel. materials etc. (Access only inside the campus)		○	○
Saving Data https://archive.iimc.kyoto-u.ac.jp		○			Res. data etc. to be preserved for a long time (Access only inside the campus)	△	○	○
Integrated file server for office use				○	Files to be shared and edited within the department (Access only from specific KUINS-III )			○

### ■ Nextcloud

It is a storage service offered at the Campus ICT Laboratory and it is using the open source software called Nextcloud. Any ECS-ID or SPS-ID holders who are interested can use the trial service.

You can distribute files to other parties inside and outside the campus or share files with others (sharing parties can also write in it). You can also set passwords or you can distribute and share securely by designating a partner by using the university e-mail address. You can also handle folders from other storage services in an integrated manner.

When installing the desktop client on a PC such as Windows or macOS, the file contained inside the PC can be automatically synchronized with the server so as to automatically share the latest files with multiple devices.

#### ■ Cloud storage for BYOD

It is a service aimed at sharing files between PC terminals that the IIMC provides with educational computer systems on one side and PCs, smart phones owned by individuals etc. on the other side. Students and teachers who use PC terminal services for lectures and self-study can use up to 10GB per person.

#### ■ KUMail Storage

It is a service offered for the purpose of delivering files without attaching them to an e-mail. Users holding SPS-IDs can be the owners who distribute files to users from inside and outside of the university and receive files from other users. Each owner can use up to 2GB.

When sharing files and folders, in addition to the method of communicating the URL in order to share it with the other party, the method of setting passwords to protect it and setting one time passwords so as to use it only once and therefore increase the safety are methods that can be used to increase the safety.

You can also have the recipient upload files using the “Receive Folder” function.

In addition, Windows provides an application that automatically synchronizes files and folders with the server.

#### ■ Groupware document sharing · Large documents

This is a file transfer service that can be used from the Kyoto University faculty and staff portal available for users having SPS-IDs. Considering that the receiving side also needs to log in with their SPS-IDs, you can safely transfer the files between the faculty & staff of our university.

As for the sharing party, apart from needing SPS-IDs, you can specify which team or group it is addressed to from the secondary address book of the groupware.

#### ■ Data storage

It is an important data archive system for research data and administrative documents. SPS-ID users and ECS-ID users who are allowed by SPS-ID users can use it.

Its features are that files can be uploaded to the area called light archive and they can be stored safely in the area called dark archive.

Dark archives are written on a one-time recordable optical disc and are usually kept inaccessible. It is planned to have it preserved for a long period of over 10 years.

According to each of the files, metadata can be given as “for research data” of “for

general document” and it can be used for organizing and searching data.

Files from the light archive area can be with students and faculty & staff members designated using the university e-mail address and also the version control is possible.

■ Integrated file server for office use

It is a file sharing service aimed at file sharing within the office headquarters building and the common office department.

Because it directly accesses folders and files from Windows and macOS using file sharing protocols called SMB and CIFS, it is suitable for file sharing by many people.

We set it so that it can be accessed only from specific rooms inside the university and we have restricted it only to designated VLAN of the KUINS-III.

For consultations regarding its use, contact the person responsible with the Office Integrated File Server Support at this e-mail: [tfsv@mail2.adm.kyoto-u.ac.jp](mailto:tfsv@mail2.adm.kyoto-u.ac.jp) .

We are considering arranging these services and also adding new services so as to provide more convenient storage in the future.

When updates will be made, we will inform you about in Info! and on the Web page of the IIMC.

■ Contact us

Please contact us using the e-mail shown below.

Information Environment Support Center: [support@iimc.kyoto-u.ac.jp](mailto:support@iimc.kyoto-u.ac.jp)

(Komura Takaaki: IIMC/ IT Planning Office/ Director of the System Design Division)

## **We participated in EDUCAUSE2017**

### **■ What is EDUCAUSE?**

EDUCAUSE is an American NPO whose mission is to contribute to the advance of higher education through the use of IT and currently it is one of the largest higher education institutions in the US, having approximately 2200 universities and companies affiliated. Since 2007 many Japanese universities, including Kyoto University joined as members.

Approximately 7000 people participate in this annual event of EDUCAUSE every year, being a place where miscellaneous information is shared beyond the limits of universities and working fields.

EDUCAUSE2017 was held in Philadelphia, Pennsylvania, starting from the 31<sup>st</sup> of October 2017. From our university, 3 teachers from the IIMC and 2 staff members from the Planning & Information Department participated for the purpose of checking the university ICT trends and grasp the current status of other universities.

### **■ Memorable Lectures etc.**

We actively participated in a breakout session where university officials spoke. Among them there was a presentation of a university having proven track records of many cloud environments and discussions about notable aspects when integrating a cloud into a system. Although I was vaguely aware of it throughout my work, the problem awareness became clear to me when treating it as a main theme.

During the general session, celebrities such as Mr. Michio Kaku, a theoretical physicist, held lectures. The theme was about the technology developments during the next 20 years. Among them, contents such as the development of the medical field due to the development of IT felt very impressive. Although the medical field has nothing to do with my current work, it was reconfirmed to me that the IT is deeply involved in supporting various fields.

Generally, I noticed that the challenges of IT are the same all over the world and I felt that opportunities for sharing information such as EDUCAUSE can be very useful because we are facing the same tasks.

### **■ Ending remarks**

At EDUCAUSE I learned that the IT problems are the same worldwide, but on the other hand, life in the US is different from the one in Japan. For example, there are big system differences even for the use of the transportation means. This gave me a chance

to think about the systems I was accustomed to. Not only EDUCAUSE, but also much of the time spent in the US was a time for learning and the consciousness about IT has expanded.

(Geshi Kazuhiko: Planning and Information Department/ Information Infrastructure Division- Cloud Computing Team)



Entrance gate of EDUCAUSE2017



Picture from the general session

**We exhibited at the annual meeting of the University ICT Promotion Council  
(AXIES) held in 2017**

The IIMC participated and exhibited in the 2017 Annual Meeting of the University ICT Promotion Council (AXIES) held at the Hiroshima International Conference Hall from Wednesday, December 13<sup>th</sup>, 2017 to Friday, December 15<sup>th</sup>.

The University ICT Promotion Council (AXIES: Academic eXchange for Information Environment and Strategy) is an organization established for the following purpose: it aims for the advance education, research and management using information and communication technology at higher education and academic research institutes, contributing to our country's education, academic research, culture and industry. Currently 105 universities, research institutes and 61 enterprises joined, being divided into 12 subcommittees (CIO Subcommittee, IT Benchmarking Subcommittee, Information Education Subcommittee, Open Source Technical Subcommittee, Academic and Educational Content Sharing Distribution Subcommittee, Software Licensing Subcommittee, Authentication Collaboration Subcommittee, Cloud Subcommittee, ICT Utilization Research Subcommittee, Education & Technology Development Subcommittee, ICT High Quality & Security Subcommittee, Research Data Management Subcommittee).

The annual convention is held once a year, in the middle of December and it is promoting the exchange of professional information among its members and among domestic higher education and academic research institutions. During this convention, exhibitions, project sessions, general sessions, poster sessions etc. will be held. This time 646 university officials and 536 businessmen participated.

The IIMC presented a poster entitled "Supporting Research Activities for Open Science" at this exhibition and it explained about the collaboration between Kyoto University Educational Research Activity Database that the IIMC is working on and researchmap, KURENAI, ORCID etc. , the open access of the research achievements by KURENAI, Kyoto University's Digital Archive of Valuable Documents and also the Kyoto University Research Resource Archive that the General Museum is taking care of.



At the general assembly's keynote lectures, Jack Suess, the Vice President of the University of Maryland in Baltimore County (and also EDUCAUSE Executive Director), and Prof. Tetsutaro Uehara from the Ritsumeikan University presented their lectures. Vice President Jack Suess' lecture was entitled "Why NGDLE (Next Generation Electronic Learning Environment) is necessary and what the universities should provide", talking about the change of the learning environment and the electronic learning environment for the next generation as necessary components. Prof. Tetsutaro Uehara's lecture was entitled "University Information Security in the Cloud First Era", talking about how to improve business efficiency while protecting the information system including sensitive information from internet threats and the problems that the university ICT system faces.

The next university ICT Promotion Council AXIES Annual Conference will be held at the Sapporo Convention Center from Monday, November 19<sup>th</sup>, 2018 to Wednesday, 21<sup>st</sup>. Those who are interested in the university's ICT should definitely participate in it.

(Atsumi Noritoshi: IIMC/ IT Planning Office-System Design Division-Assistant Professor)

### **We have started to use the web reservation system in Tokyo Office since October 2017**

Did you know that we have established Kyoto University-Tokyo Office on the 10th floor of the New Marunouchi Building near Tokyo Station in order to make it an information dissemination base of our university?

In this Tokyo Office there are 6 large and small conference rooms available for faculty, staff and alumni for a fee, and also a lounge space that students can use for free.

We recently changed the reservation acceptance for the conference rooms that require a fee from the phone reservation (temporary reservation) and paper application (the actual reservation) to the web reservation system.

By introducing this system, it became possible to check the availability at any time, the application for use was also simplified, so we are waiting for many of you to use it.

#### ■ History of the system implementation

So far we have accepted reservations by phone at first, but for users to call during the reception hours of Tokyo Office and after to stamp the application and then send it by post or as an attached file to Tokyo Office it raised concern about the time and effort spent to do so.

Also, when the office moved from Shinagawa to Marunouchi in 2016, the number of conference rooms that you have to pay to use increased from 3 to 6 rooms and the information was shared between the Tokyo and Kyoto staff members so that mistakes will be prevented. Doing these procedures became a burden, so we started considering using this kind of system.

#### ■ Comparison between the situation before and after the implementation

	Before implementation	After implementation
Showing the res. status	Once every 2 weeks the list of res. status is updated on the HP as a PDF	Always publish the latest info on the Web Res. System
Prov. res.	Rec. by ph. at the Tokyo Office (10:00-19:30)	Rec. from Web Res. Syst. any time
Real res.	Adjust the info about the application and details after the call about the prov. res. and later receive an application form on paper having the resp. and acc. stamps by the applicant either by mail or e-mail attachment	If there are no unclear aspects in the contents reg. in the system, it will be accepted. If there are missing things, a reply by e-mail having the necessary info will be received later from the applicant
Res. conf.	Send the perm. on paper to the office workers by the univ. mailing serv. or the postal serv.	E-mail the res. conf. notice to the office admin.

■ Achievements and efficacy

From the user's side	From the staff's side
You can now check the latest availability even outside the Tokyo Office's rec. hours	Res. ledger was created automatically in the system and both the staff in Tokyo and Kyoto were able to immediately grasp the latest situation
Since it's no longer necessary to press the stamp of the resp. employee and acc. staff in the paper applic. form, the time req. for the procedure has been shortened	Although the content of the paper applic. form was input through Access for the req. procedure, it became possible to capture the res. contents from the system and work efficiency was improved

■ Tasks

Regardless of whether or not invoices have been issued, reservations and changes from the web can be made for up to 10 days before use and in case you have to do it within less than 10 days, you should contact the Tokyo Office directly. In case invoices are not necessary, we would like to make it possible to accept changes from the web for the users from our university.

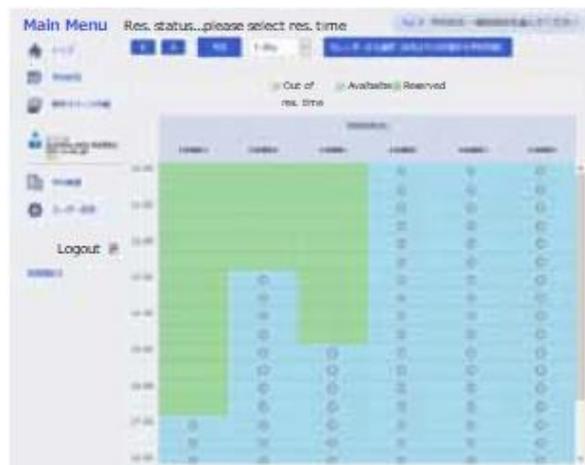
■ URL of the Tokyo office web reservation system

<https://rsv.adm.kyoto-u.ac.jp/entry>

Please proceed starting from the “usage guide” on the HP of “Kyoto University-Tokyo Office”.

Even if you click the “Kyoto University-Tokyo Office (Marunouchi)” tab on the facility reservation page of Kyoto University Faculty & Staff Portal, it will direct you to the web reservation system login screen.

Please login with the “SPS-ID (Kyoto University's Faculty & Staff Account)” when faculty & staff members of our university make reservations.



Web reservation system screen ➡

■ Contact address: Tokyo Office (for the days when it is open: from 10:00 to 19:30)

<http://www.kyoto-u.ac.jp/ja/tokyo-office>

Tel: 03-5252-7070. Fax: 03-5252-7075. E-mail: t-office@www.adm.kyoto-u.ac.jp

■ Introduction of the Tokyo Office

Opening date/ open hours	From Monday to Saturday (10am to 8pm) Saturdays it is not possible to use the lounge only.
Closed dates	Sundays & National Holidays, between the end and the beginning of the year (from the 28 <sup>th</sup> of Dec. to the 3 <sup>rd</sup> of Jan.), Kyoto University's Foundation Day (18 <sup>th</sup> of June), Summer vacation (In August, between Mon-Fri of the 3 <sup>rd</sup> week)
Address	〒100-6510 Tokyo-to, Chiyoda-ku, Marunouchi 1-5-1 Shin-Marunouchi Building 10F
Access information	Nearby JR, Tokyo Marunouchi Line (Tokyo Station) 10min. away on foot from Tokyo Station's Shinkansen platform. Close to the North Gate of Marunouchi Line.



Large Conf. Room A & B

For symposiums, seminars, res. meetings etc.

The two rooms can be connected.



Small meeting rooms 1~4

For meetings of small groups



Lounge

Waiting place for a small number of people

before and after the meetings

(Tokyo Office Secretariat/ General Affairs Department-External Affairs Section-  
General Affairs & Alumni Team)



Tokyo Station seen from the lounge

You can see the red brick of the station  
building and Marunouchi station square

The IIMC holds various workshops for users. Please apply from the website of the IIMC for those who require prior application.

Workshop information: <http://www.iimc.kyoto-u.ac.jp/en/whatsnew/event/>

Date and time	Workshop Name& details
23 <sup>rd</sup> of March (Fri.) 10:00-12:00	PandA usage Seminar
28 <sup>th</sup> of March (Wed.) 15:00-17:00	PandA usage Seminar
11 <sup>th</sup> of May (Fri.) 10:30-16:00	Introduction to UNIX/LINUX
18 <sup>th</sup> of May (Fri.) 10:30-16:00	Introduction to Fortran
24 <sup>th</sup> of May (Thu.) 10:30-16:00	Supercomputer usage Seminar
25 <sup>th</sup> of May (Fri.) 10:30-16:00	Introduction to XeonPhi programming
31 <sup>st</sup> of May (Thu.) 10:30-16:00	Introduction to Gaussian
1 <sup>st</sup> of June (Fri.) 13:00-16:00	Introduction to MOPAC
7 <sup>th</sup> of June (Thu.) 10:30-16:00	Introduction to ADAMS
8 <sup>th</sup> of June (Fri.) 10:30-16:00	Introduction to Nastran and Patran
14 <sup>th</sup> of June (Thu.) 10:30-17:00	Introduction to SAS
15 <sup>th</sup> of June (Fri.) 10:30-16:00	Introduction to Marc
21 <sup>st</sup> of June (Thu.) 10:30-16:00	Basics of AVS
22 <sup>nd</sup> of June (Fri.) 10:30-16:00	Applications of AVS
28 <sup>th</sup> of June (Thu.) 10:30-16:00	Basics and applications of IDL
29 <sup>th</sup> of June (Fri.) 10:30-16:00	Basics and applications of ENVI
5 <sup>th</sup> of July (Thu.) 10:30-16:00	Introduction to LS-DYNA
6 <sup>th</sup> of July (Fri.) 10:30-16:00	Introduction to numerical analysis programming (NAG edition)
Early Sept. (2 days in a row, not decided yet) 10:30-16:00	Parallel programming course/ Elementary level

Notes: For all workshops prior application is necessary. For the ones to be held in March the number of people who can attend is limited to 15, while for the others is 20. The Educational Support Team is in charge with the seminars to be held in March.

We will target those newly enrolled at Kyoto University so as to explain them about how to smoothly start their study and research life. The organizational structures cooperate to do the guidance about the information environment, library, environment, safety and health. The use of the network at the university, information security measures such as computer virus countermeasures etc., library usage for searching research papers, health management, eco life etc., which are important issues of the campus life which will be included. Please make sure to come and inform others around you about it.

**Time and place etc.**

For New Undergraduate Students	3 <sup>rd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup> of April, from 14:00 to 16:30 for each day Yoshida South Campus –Yoshida South Building No. 4
For Graduate Students	3 <sup>rd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup> of April, from 9:30 to 12:00 for each day Yoshida South Campus –ILAS Building 3F
For International Students	17 <sup>th</sup> of April (Tuesday), from 16:30 to 18:30 Yoshida South Campus – ILAS Building 3F

■ Content of the guidance

**【Information environment: network use and security issues】**

We will comprehensively explain you about what is the information environment at Kyoto University, things that can be done, things to be careful about when using it and some notes about the student account (ECS-ID) which is issued for using the information environment.

**【Use of the library】**

Proper usage and precautions when using electronic resources such as electronic journals, databases and e-books etc. provided by the library will be explained.

**【Things necessary for a safe campus life】**

So as not to have your university life ruined by accidents or health disabilities, we will tell you about the tendency of accidents at our university, things to be careful about, about the safety measures during experiments, our efforts to promote health and environmental considerations etc.

**【Cardiopulmonary resuscitation/AED course】**

While experiencing how to do chest compressions and use AED through simple teaching materials (called Appa-kun), you will learn how to save lives by cardiopulmonary resuscitation.

**Topics on security (13<sup>th</sup> edition) “Watch out for business e-mail fraud”**

In December 2017, JAL was asked to change the payee’s rental fee consisting in the lease fee etc. of the airliner by an e-mail from somebody pretending to be a business partner and in the news it was mentioned that they were tricked to send the money to a fake account.

In this article I would like to express my thoughts about tackling business e-mail fraud regarding how this can happen at the university.

◆ Typical ways of business e-mail frauds

- A fraudster steals e-mails between targeted organizations
- A fraudster sends an fake invoice etc., based on the timing the real one should be coming, stating that the account information has changed
- In the e-mail the name and e-mail address of the people that someone deals with are mentioned, therefore somebody gets tricked and deals with remittance processing
- The money is being sent to an account managed by the fraudster

◆ How does this happen at the university

- (1) The university deposits money into a false account and it loses the money.
- (2) The university’s account is replaced with a fake account and other institutions lose money.

First thing we should inform you about is that we have received reports about e-mails being sent to target them, so it is not just something affecting others, but us as well.

In case (1), our university suffers direct damage. In most cases, there is no confirmation from the other side and we would be told that they haven’t received the money when you try to confirm it. In case (2), there is no direct monetary damage to our university, but our credibility is at stake when it comes to money transfers.

◆ How to avoid being the target of business e-mail frauds

First of all, there is a problem that the e-mail exchanges are being seen. There are 3 places where e-mails are being searched for and seen: at the sender, on the route and at the recipient. It is possible that the PC of the sender and of the recipient is infected by a virus or the password is being stolen and the e-mails are searched directly. As countermeasures, it is important that you take anti-virus measures on the PCs where you use e-mails on daily basis and make your password strong. So that people are not

peeping on the route, encrypting the e-mail itself by using S/MIME etc.is a possible countermeasure.

(1) When the university deposits payments

It is necessary to see as suspicious sudden changes in the bank account from the other side. Please don't see it as too much trouble to double check it by phone or other means apart from e-mails.

(2) When the university receives payments

Please avoid contacting by e-mail as much as possible on issues related to money transfers. If you need to contact by e-mail, please consider to use concurrently other means to combat frauds such as calling them, too.

◆Ending remarks

I think that there are many cases where you receive price estimates from traders via e-mail on daily basis. However, in recent years, it became extremely dangerous to conduct contacts involving money exchange only by e-mail. By using e-mails it is easy to steal by pretending to be someone else. Whether it is a matter of an organization of the university or individually, take care so as not to be the victims of frauds involving money.

(Katagiri Osamu: IIMC/ IT Planning Office/ Planning and Information  
Department-Information Infrastructure Division-Security Measures Team Leader)