

## Step2: Connect to Campus Wi-Fi

After activating your university account, you can connect to the campus Wi-Fi.

### Wi-Fi network name(SSID)

niigatau-wlan

Use the same ID and password created in Step1.

#### **Important :**

- Wi-Fi is available only on campus.
- It does not work off campus, such as in your apartment or elsewhere.

### Watch the Setup Video

If you are not sure how to connect, please watch the video tutorial.



## Step1: Access the Student Web System (Gakujo)

Gakujo is the university's primary online system.

#### **You will use it to:**

- Register for courses
- Submit assignments
- Check class schedules
- Receive official university announcements

#### **First Login**

**ID:** The code on the lower-left corner of your student ID card (all lowercase)

**Password:** The initial password printed on your student ID card

**Change your password immediately after your first login.**

Scan to Access the System



# IT Setup Guide for International Students



Niigata University


## Need Help?




If you have any IT problems, please contact us.

### IT Support Desk

Center for Academic Information Service

 [question@cais.niigata-u.ac.jp](mailto:question@cais.niigata-u.ac.jp)

 <https://www.cais.niigata-u.ac.jp/>

### Location

We are located on campus.


Scan the QR code below.



## Security problem?

Virus detected or suspicious activity?

Contact the email address below immediately.

 [security@cais.niigata-u.ac.jp](mailto:security@cais.niigata-u.ac.jp)

## Step4:Set up Multi-Factor Authentication(MFA)



MFA is required for accessing university systems from off campus.

**Without MFA, you cannot access university systems from off-campus.**

### How to use

MFA is required for both Gakujo and Microsoft, but the steps are different.

Scan below to access the instructions.

#### Microsoft



#### Gakujo



## Why MFA?

MFA protects your account from unauthorized logins.

## Step3:Use Microsoft 365 for your study



All students at Niigata University can use Microsoft 365 for free.

You will use it to:

- Write reports(Words)
  - Create presentation (PowerPoint)
  - Organize data(Excel)
  - Attend online classes and communicate with teachers and classmates(Teams)
- Most assignments require Microsoft365.

### How to Log In

**ID:** StudentID@niigata-u.ac.jp

(This is **NOT the same** as your student Gmail address)

**Password:** Same as the one created in Step1

Scan to learn more about Microsoft settings.

