

SFC CNS GUIDE 2013


English Web Edition



Preface

SFC-CNS is a computer and network-based system supporting education and research, and has been evolving to provide an excellent environment to students and staff. We have been giving much effort to strengthen the network system environment such as the support of robust mobile environment, the usage of various digital media and support of production of multi-media contents worthy of Digital Campus. This booklet gives you only the introduction to SFC-CNS. There are many items which are not covered in this guidebook. Please refer to the Shonan Fujisawa ITC home page for in-depth and up-to-date information.

SFC-CNS is a distributed computing environment which can use UNIX, Windows, and other various computers. It is very important to experience and use various kinds of computers for obtaining and understanding information technologies. Students are invited to take advantage of these technologies without hesitation. What you should give the most caution is to learn and follow the social ethics listed below;

- Respect intellectual properties such as software copyright, and never copy software illegally. Respect other people's files and information, and even if they are seen, do not browse them if not intended.
 - You should understand that SFC-CNS is a system for education and research, so that it should not be used for other purposes.
 - Do not slander on the bulletin boards of SFC and other organizations.
 - You must be aware that there are always people who read your emails, so that you must not send any defamatory mails. You must neither send nor forward chain-mails.
 - You must be aware that the contents of published web pages are open to people all over the world when you create them. You must not violate other people's rights by releasing pictures, sound, and/or animation illegally.
 - You must not conduct any actions which could cause any inconvenience to others.
- 

If you have any concerns or questions, please ask the consultants at the Media Center and Shonan Fujisawa Information Technology Center.

SFC-CNS is aims to be an open system. It is to be used as freely as possible for educational and research activities, so that we keep our administration and usage restriction at a minimum. Therefore you need to be aware that SFC-CNS is shared with all SFC-CNS users and use it with orderly manner.

This guidebook is produced by an editorial committee at the Shonan Fujisawa ITC. We have determined its contents, commissioned writing, and facilitated editing. The editorial committee is composed with students who themselves are SFC-CNS users.

Furthermore, we refer to comments on past editions and questions on SFC-CNS given to ITC.

We would like to give great appreciation to CNS consultants for their support on sorting data, checking the contents and more. We also appreciate the many people who give us support for producing this guidebook.

Shonan Fujisawa Information Technology Center (ITC)

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1

Start SFC-CNS

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1 | About the CNS accounts

You need to have the CNS account to use various services at SFC. This section provides you with information on the CNS accounts.

01

At SFC, many people – students and staff use the CNS. The people who use the CNS are called "user," and the privilege given to them is called "account."

The account to use the CNS is called "CNS account" and is given to all students of the Faculty of Policy Management, the Faculty of Environment and Information Studies, the Faculty of Nursing and Medical Care, the Graduate School of Media and Governance, and the Graduate School of Health Management. Refer to [p.152 : 1 | Internal Rules for Using SFC-CNS].

All students of other campuses except Keio University Correspondence Courses and Keio Foreign Language School can apply for a sub account. For detailed information, refer to [Information for students at other campus] on the ITC website.

⇒ <http://www.sfc.itc.keio.ac.jp/>

02

CNS accounts consist of "CNS login name" and "CNS login password."

The CNS login name is a unique name given to each user. CNS login names for undergraduate students will be resemble "s13000tk." The first letter indicates the faculty, followed by two numbers indicating the enrollment year, and the last two letters indicate your initials.

The example shown below is for an imaginary student. This example indicates that the student whose initials are "tk" is enrolled in the Faculty of Policy Management. Also the user's CNS mail address will be [CNS login name]@sfc.keio.ac.jp. You have to prepare a new password different from your CNS login password for your mail account to use for the IMAP/SMTP-AUTH password.

s 13000 tk
 ↙ ↖ ↖
Faculty Enrollment Year Initials

03

The CNS login password is used for authentication of the CNS services. The users can set any password for the CNS account, but users are asked to make passwords within the following rules.

- You can use only English letters, numbers and certain kind of symbols.
- It must be 10 letters or more.
- It must include at least one lowercase letter, one capital letter, and one numeral.

Furthermore, avoid using password, which could be easy to guess by a third party.

For example:

- Your name or names of people close to you.
- Words that can be found in a dictionary.
- Your birthday, address, telephone number, etc...
- Repetition of letters.

04

If the malicious third parties get the CNS login password, it is a serious threat to not only you but also the CNS. Furthermore, a illegal use of the CNS accounts brings the distrust of the SFC and the whole Keio University. To prevent that, users have to treat the CNS login password as careful as possible. For example, do not write down your password or tell your password to someone else. The following cases are not exception.

- When you are asked for your CNS login password by university staff.
- When you ask someone else a work for you.

If you have suspicions about your CNS account, change your CNS login password as soon as possible and ask advice of Shonan Fujisawa ITC.

The procedure for changing the CNS login password is provided on [p.10 : 2 | Changing the CNS login password].



2 | Changing the CNS login password

This section provides you with the procedures to change the CNS login password.

CNSログインパスワードの変更
(Changing your CNS login password)

CNSログインパスワード変更を行うページです。
You can change CNS login password at this page.

① ログイン名 (Login Name) ② 現在のパスワード (Current Password) ③ 新しいパスワード (New Password) ④ 新しいパスワードの確認 (Confirm New Password)

パスワードの強度 (Strength of password) Strong (password)

パスワードには以下の条件が必要です。

- 10文字以上の長さ。
- 小文字、大文字、数字を含むこと。

Requirements for new password.

- Passwords must have 10 characters or more.
- Passwords must contain at least one lowercase letter, one uppercase letter and one numeric character.

ITCのトップページ | 窓口オフィスセキュリティサイト | 関係機関 関係機関ITC

01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/accounts/login/>

Enter ① "Login Name," "Current Password," and "New Password."

Strength of the new password will be shown in ②. Make your new password "Strong."

02

If your password is successfully changed, the screen on the left will appear.

CNSログインパスワードの変更
(Changing your CNS login password)

パスワードが変更されました。
Your password successfully changed.

ITCのトップページ | 窓口オフィスセキュリティサイト | 関係機関 関係機関ITC



3 | Connect PC to CNS on campus

This section provides you with information on the Wireless LAN of SFC.

1 About the Wireless LAN of SFC

01

The Wireless LAN is available in almost all of the areas of SFC.

The Wireless LAN is a system to connect to the network wirelessly with using radio waves. CNS supports IEEE 802.11a/b/g/n.

This Wireless LAN is also called "CNS" as the general term for the CNS services. Especially, in this section and the next section, the word "CNS" means the Wireless LAN on campus.

02

To connect with CNS, you need to use personal certificate for authentication and encryption.

This section provides you with the procedures for configuration to connect with CNS on Windows 7 (p.12), Windows 8 (p.20), and OS X (p.26).

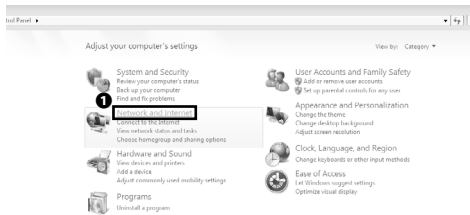
If you want to use devices which do not support Wireless network connections with a personal certificate, MAC address authentication is available. However, connections using the MAC address authentication does not support encrypted communication. Note that it is not insecure in some situations.

2 Connect with CNS (Windows 7)

01

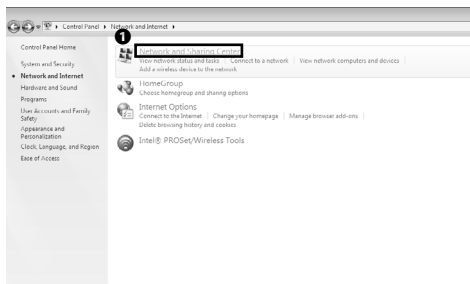
Firstly, you need to connect with the network for configuration. If not needed, go to [Step 08](#).

Open the Control Panel and click ❶ "Network and Internet."



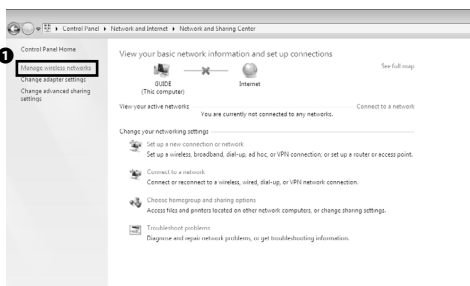
02

Click ❶ "Network and Sharing Center."



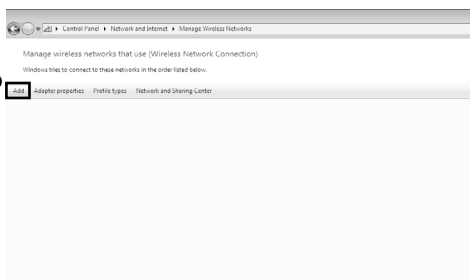
03

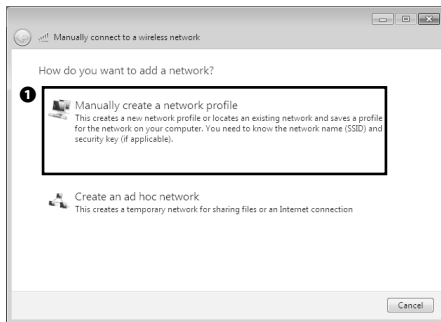
Click ❶ "Manage wireless networks."



04

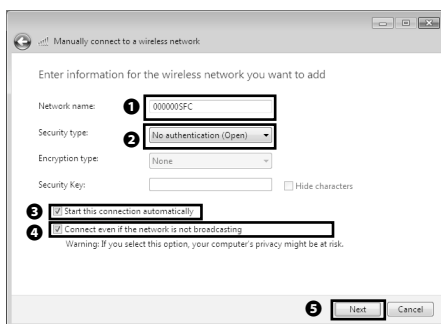
Click ❶ "Add."





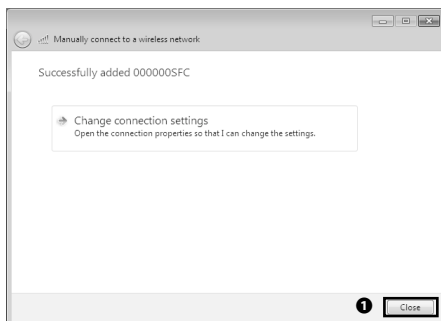
05

Click **1** "Manually create a network profile."



06

Enter "000000SFC" in **1** "Network name," choose "No authentication" for **2** "Security type," and check in **3** "Start this connection automatically" and **4** "Connect even if the network is not broadcasting." Then, click **5** "Next."



07

Click **1** "Close."

CNS Personal certificate / Device registration for CNS Wireless LAN

Purpose of this webpage:

- Issues/Download/Install your personal certificate.
- Register of identical information (MAC address) of your device.

Please enter your CNS login ID	1 000000	Please input English alpha-numeric characters.
Please enter your CNS login password	2 *****	Please input English alpha-numeric characters.
3 Start the registration		

* If you are using iPhone/iPad/iPod touch,
you can configure mail and VPN as well as wireless LAN.

08

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>

Enter your CNS login name in **1** and your CNS login password in **2**, then click **3** "Start the registration."

01
Start SFC-CNS

02
Welcome to the CNS

03
Websites for SFC

04
FAQ

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Appendix

CNS Personal certificate / Device registration for CNS Wireless LAN

■ Issue of the personal certificate

1 2

Issue the personal certificate

■ Register/Delete the device information

[SFC-ITC](#) | [SFC official web site](#) | [Keio university SFC-ITC](#)

CNS Personal certificate / Device registration for CNS Wireless LAN

■ This process will issue the personal certificate.

Please enter the passphrase for the encryption of the personal certificate.
You need your passphrase to install the personal certificate.

Please enter the passphrase ***** (More than 8 characters)

Please enter the passphrase again. (confirmation) *****

1

[Cancel the registration](#) | [SFC-ITC web site](#) | [SFC official web site](#) | [Keio university SFC-ITC](#)

download will not start

■ personal certificate

serial number
2013/06/10 20:21:09
2014/06/10 20:21:09

■ cert items

■ M items

moving buttons if you are using PEM format.

■

1

Certificate Import Wizard

Welcome to the Certificate Import Wizard

This wizard helps you copy certificates, certificate trust lists, and certificate revocation lists from your disk to a certificate store.

A certificate, which is issued by a certification authority, is a confirmation of your identity and contains information used to protect data or to establish secure network connections. A certificate store is the system area where certificates are kept.

To continue, click Next.

< Back 1 Next > Cancel

09

Confirm that ❶ "Issue" is chosen, then click ❷ "Submit."

10

On this screen, set the passphrase for your personal certificate. It must be 8 letters or more. Then, click ❶ "Issue the personal certificate."

CAUTION

This passphrase prevents malicious third parties from using your personal certificate illegally. As the CNS login password and the IMAP/SMTP-AUTH password, it is important for security of the CNS. Therefore, you have to set a string which is different from other passwords.

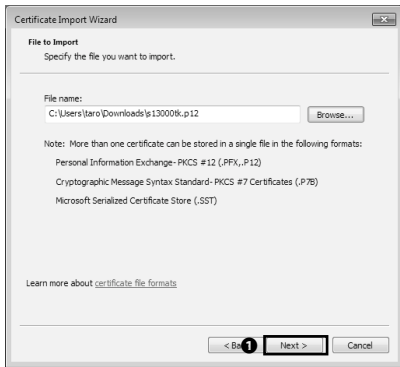
11

Your personal certificate will be downloaded automatically. If you are using Internet Explorer, the dialogue box will appear on the bottom of the window, then click ❶ "Save."

12

Open the file you just downloaded, then Certificate Import Wizard will appear.

Click ❶ "Next."



13

Click ❶ "Next."



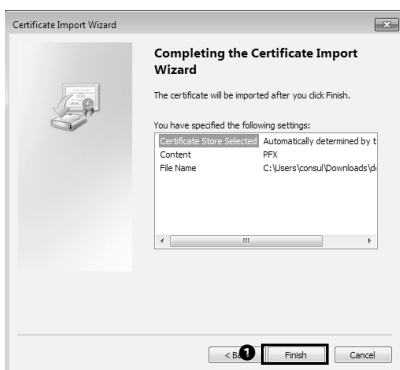
14

Enter the passphrase for your personal certificate in ❶ "Password", then click ❷ "Next."



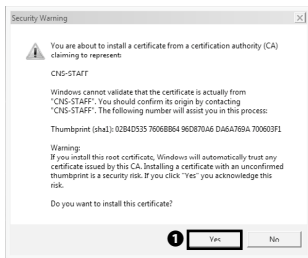
15

Click ❶ "Next."



16

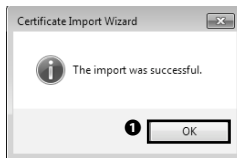
Click ❶ "Finish."



17

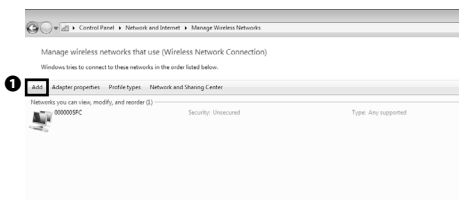
If the warning window shown on the left appears, click

1 "Yes."



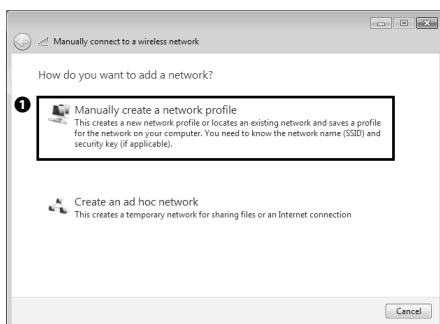
18

Click 1 "OK."



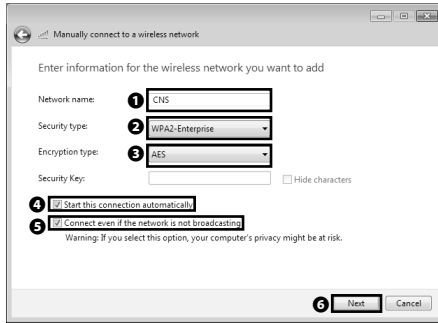
19

Open "Manage Wireless Networks" and click 1 "Add."



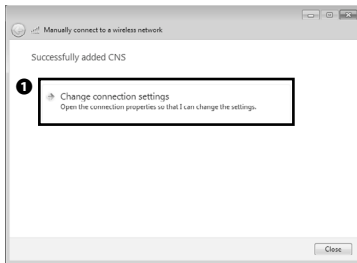
20

Click 1 "Manually create a network profile."



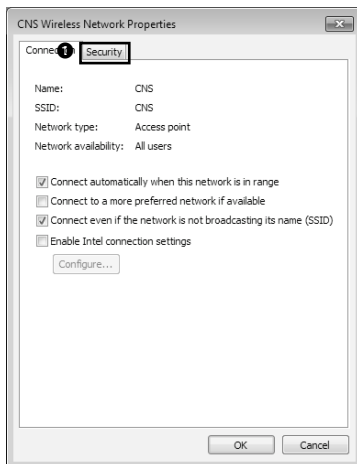
21

Enter "CNS" in ❶ "Network name," choose "WPA2-Enterprise" for ❷ "Security type," "AES" for ❸ "Encryption type," and check in ❹ "Start this connection automatically," ❺ "Connect even if the network is not broadcasting." Then, click ❻ "Next."



22

Click ❶ "Change connection settings."



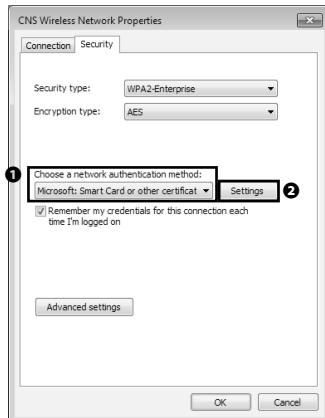
23

Click ❶ "Security" tab.

24

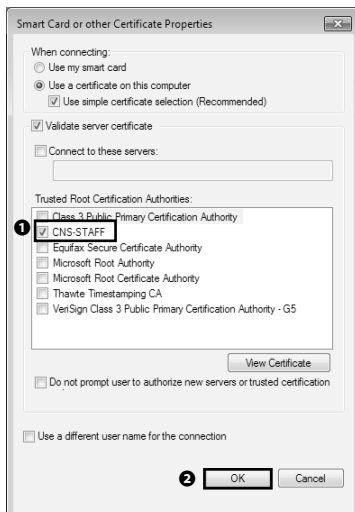
Select "Microsoft: Smart Card or other certificate" for

- 1 "Choose a network authentication method," then click
- 2 "Settings."



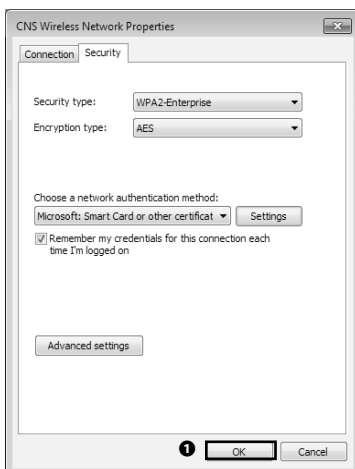
25

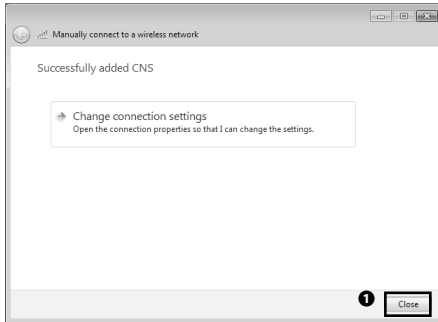
Check in 1 "CNS-STAFF" from "Trusted Root Certification Authorities," then click 2 "OK."



26

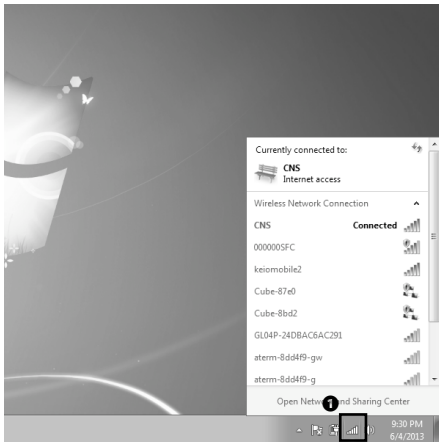
Click 1 "OK."





27

Click ❶ "Close."

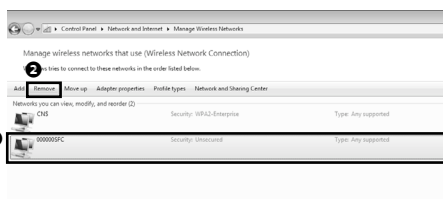


28

After configuration, your PC will automatically connect with CNS on campus.

Confirm it from ❶ icon on the right side of the task bar.

The configuration for connecting with CNS on Windows 7 is completed.



29

The profile for "000000SFC" is no longer needed. Open "Manage Wireless Networks" and click and select ❶ "000000SFC," then click ❷ "Remove."

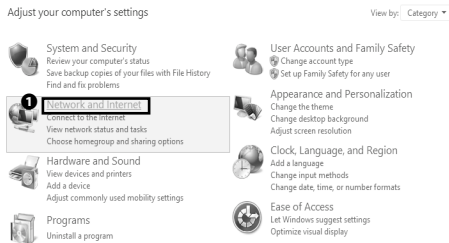
01
Start SFC-CNS02
Welcome to the CNS03
Websites for SFC04
FAQ05
Appendix

3 Connect with CNS (Windows 8)

01

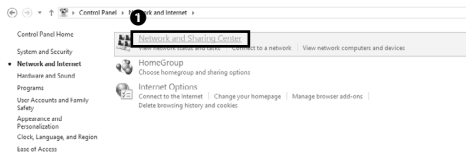
Firstly, you need to connect with the network for configuration. If not needed, go to [Step 07](#).

Open the Control Panel and click ❶ "Network and Internet."



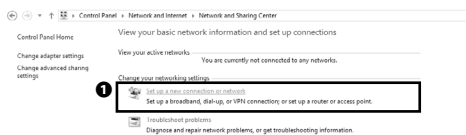
02

Click ❶ "Network and Sharing Center."



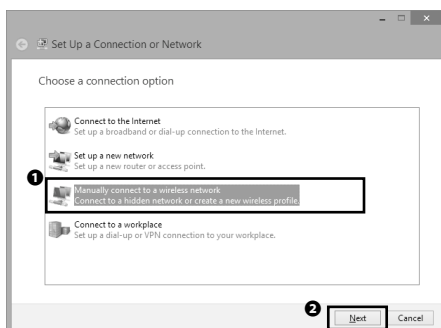
03

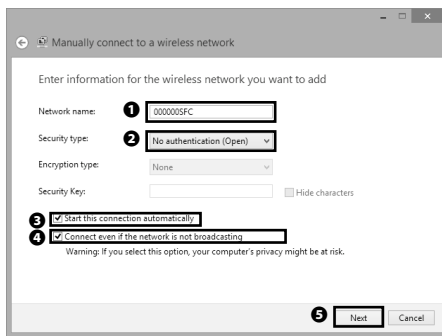
Click ❶ "Set up a new connection or network."



04

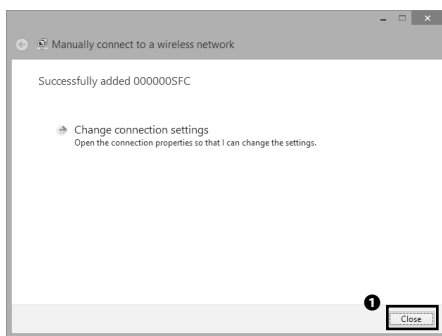
Select ❶ "Manually connect to a wireless network," then click ❷ "Next."





05

Enter "000000SFC" in ❶ "Network name," choose "No authentication" for ❷ "Security type," and check in ❸ "Start this connection automatically" and ❹ "Connect even if the network is not broadcasting." Then, click ❺ "Next."



06

Click ❶ "Close."

CNS Personal certificate / Device registration for CNS Wireless LAN

Purpose of this webpage:

- Issue/Download/Install/Update your personal certificate.
- Register of identical information (MAC address) of your device.

Please enter your CNS login name	❶ 000000	Please input English single-byte characters.
Please enter your CNS login password	❷ *****	Please input English single-byte characters.
	❸ 0000000000	

* If you are using iPhone/iPad/iPod touch,
you can configure mail and VPN as well as wireless LAN.

URL: <https://itcsecure.sfc.keio.ac.jp/wlan/lang-en>



07

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>

Enter your CNS login name in ❶ and your CNS login password in ❷, then click ❸ "Start the registration."

08

Confirm that ❶ "Issue" is chosen, then click ❷ "Submit."



09

On this screen, set the passphrase for your personal certificate. It must be 8 letters or more. Then, click **1** "Issue the personal certificate."

CAUTION

This passphrase prevents malicious third parties from using your personal certificate illegally. As the CNS login password and the IMAP/SMTP-AUTH password, it is important for security of the CNS. Therefore, you have to set a string which is different from other passwords.

10

Your personal certificate will be downloaded automatically. If you are using Internet Explorer, the dialogue box will appear on the bottom of the window, then click **1** "Save."

11

Open the file you just downloaded, then Certificate Import Wizard will appear.

Click **1** "Next."

CNS Personal certificate / Device registration for CNS Wireless LAN

■ This process will issue the personal certificate.

Please enter the passphrase for the decryption of the personal certificate.
You need your passphrase to install the personal certificate.

***** (More than 8 characters)

1
Show the personal certificate

[Cancel the registration](#)
[RFC-ITC web site](#)
[RFC official web site](#)
[Keio university RFC-ITC](#)

S Wireless LAN

of the personal certificate

not automatically
if download will not start.

f the personal certificate

1	1330000
2	2013/06/10 10:15:03
3	2014/06/10 10:15:03

other items

PEM form

following button if you are using PEM form.

[form](#)

all set the personal certificate

1

Use default (URL) if download has completed

Download

Open folder

View download history

Certificate Import Wizard

Welcome to the Certificate Import Wizard

This wizard helps you copy certificates, certificate trust lists, and certificate revocation lists from your disk to a certificate store.

A certificate, which is issued by a certification authority, is a confirmation of your identity and contains information used to protect data or to establish secure network connections. A certificate store is the system area where certificates are kept.

Store Location

☒ Current User

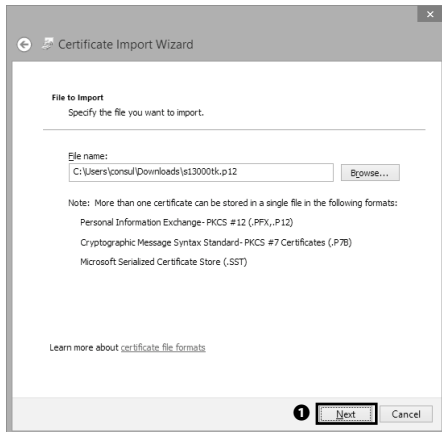
☐ Local Machine

To continue, click Next.

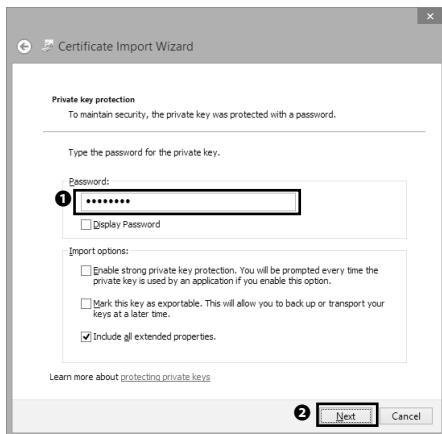
1

Next

Cancel



12

Click **1** "Next."

13

Enter the passphrase for your personal certificate in **1** "Password", then click **2** "Next."

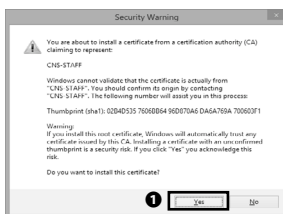
14

Click **1** "Next."01
Start SFC-CNS02
Welcome to the CNS03
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15

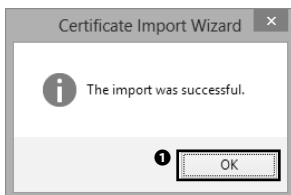
Click ❶ "Finish."



16

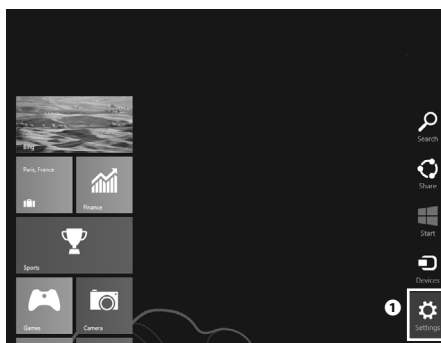
If the warning window shown on the left appears, click

❶ "Yes."



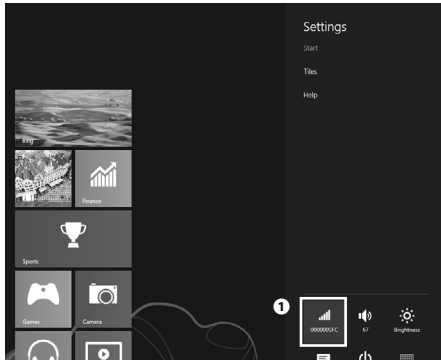
17

Click ❶ "OK."



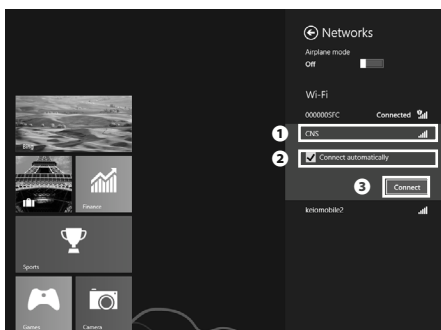
18

Move your mouse pointer to the right bottom corner, the click ❶ "Settings" from Charm.



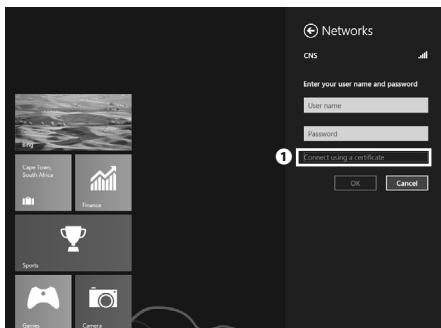
19

Click **1** icon at the bottom.



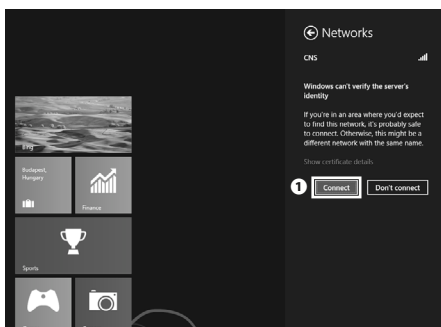
20

Click **1** "CNS" from the list of access points. Confirm that **2** "Connect automatically" is checked in, then click **3** "Connect."



21

Click **1** "Connect using a certificate."



22

Click **1** "Connect."

After configuration, your PC will be automatically connected with CNS on campus.

The profile for "000000SFC" is no longer needed. Open "Manage Wireless Networks" and remove the profile for "000000SFC."

4 Connect with CNS (OS X 10.8)



01

Firstly, you need to connect with the network for configuration. If not needed, go to [Step 03](#).

Click ❶ icon on the top of the screen, then click ❷ "Join Other Network" from the menu.



02

Enter "000000SFC" in ❶ "Network Name." Confirm that ❷ "Remember this network" is not checked in, then click ❸ "Join."

CNS Personal certificate / Device registration for CNS Wireless LAN

Purpose of this webpage:

- Issue/Download/Revalidate your personal certificate.
- Register of identical information (MAC address) of your device.

Please enter your CNS login ID	❶	1234567890	Please input English single-byte characters.
Please enter your CNS login password	❷	1234567890	Please input English single-byte characters.
	❸	1234567890	

- If you are using iPhone/iPad/iPod touch, you can configure mail and VPN as well as wireless LAN.

URL: <https://itcsecure.sfc.keio.ac.jp/wlan/>



03

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>

Enter your CNS login name in ❶ and your CNS login password to ❷, then click ❸ "Start the registration."

CNS Personal certificate / Device registration for CNS Wireless LAN

■ Issue of the personal certificate

1 2

Issue Issue the personal certificate

■ Register/Delete the device information

[Registration of the device](#)

SFC.ITC SFC official web site Keio university SFC.ITC

CNS Personal certificate / Device registration for CNS Wireless LAN

■ This process will issue the personal certificate.

Please enter the passphrase for the encryption of the personal certificate.
You need your passphrase to install the personal certificate.

Please enter the passphrase: (More than 8 characters)

Please enter the passphrase again. (confirmation):

1

[Cancel the registration](#) [SFC.ITC web site](#) [SFC official web site](#) [Keio university SFC.ITC](#)

CNS Personal certificate / Device registration for CNS Wireless LAN

■ Download of the personal certificate

Download will start automatically.
Please click here if download will not start.

[Download](#)

Information of the personal certificate

Login name	s130006
Issued date	2013/08/06 13:59:29
Expiration date	2014/08/06 13:59:29

■ Download other items

04

Confirm that ❶ "Issue" is chosen, then click ❷ "Submit."

05

On this screen, set the passphrase for your personal certificate. It must be 8 letters or more. Then, click ❶ "Issue the personal certificate."

CAUTION

This passphrase prevents malicious third parties from using your personal certificate illegally. As the CNS login password and the IMAP/SMTP-AUTH password, it is important for security of the CNS. Therefore, you have to set a string which is different from other passwords.

06

Your personal certificate will be downloaded automatically.



07

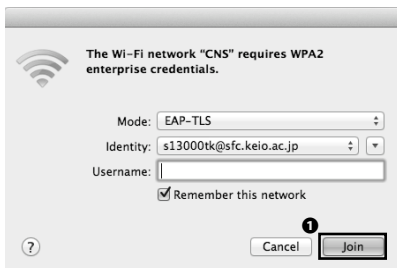
Open the file you just downloaded. Enter the passphrase in

1 "Password," then click 2 "OK."



08

Click 1 icon on the top of the screen, then click 2 "CNS" from the list of access points.



09

Choose "EAP-TLS" for "Mode," "[CNS login name]@sfc.keio.ac.jp" for "Identity." Leave the Username field blank, then click

1 "Join."



10

Click 1 "Always Allow."

After configuration, your PC will be automatically connected with CNS on campus.



4 | Connect mobile devices to CNS

This section provides you with information on configuration to connect your iOS / Android devices to CNS.

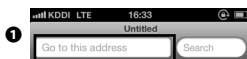
This section provides you with the procedures for configuration to connect with CNS on iOS / Android devices. If this guide is insufficient for your device, inquire of the CNS Consultants desk.

1 Configuration on iPhone (iOS 6.x)



01

Tap ❶ "Safari" on the home screen.

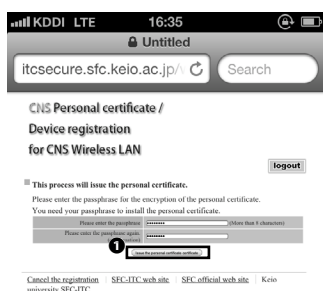
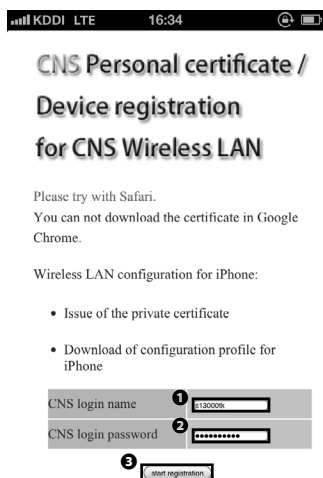


02

Enter the URL below in ❶ address bar on the top, then access to that.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>





03

Enter your CNS login name in **1**, and your CNS login password in **2** then tap **3** "Start registration."

04

Tap **1** "go." If you have already been issued certificate before, tap **1** "go" likewise, then go to [Step 06](#).

05

On this screen, set the passphrase for your personal certificate. It must be 8 letters or more. Then, click **1** "Issue the personal certificate."

CAUTION

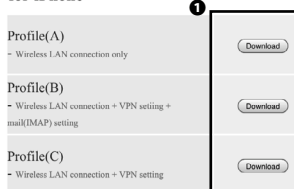
This passphrase prevents malicious third parties from using your personal certificate illegally. As the CNS login password and the IMAP/SMTP-AUTH password, it is important for security of the CNS. Therefore, you have to set a string which is different from other passwords.



CNS Personal certificate / Device registration for CNS Wireless LAN

logout

■ Download of the SFC-CNS setting profile for iPhone



06

You will get to profile selecting screen. Select appropriate profile and tap ❶ "Download." This subsection provides the procedure for Profile(A), though any profile of these include Wireless LAN configuration.

07

Tap ❶ "Install."

08

Tap ❶ "Install."

01
Start SFC-CNS

02
Welcome to the CNS

03
Websites for SFC

04
FAQ

05
Appendix



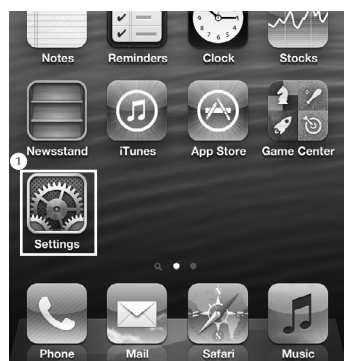
09

Enter the passphrase for your personal certificate in ❶, then tap ❷ "Next."



10

Tap ❶ "Done."



11

After configuration, your iPhone will be automatically connected with CNS on campus.

To confirm whether your phone is connected or not, tap ❶ "Settings" on the home screen.



12

Check that ❶ "CNS" is displayed on the screen.

01
Start SFC-CNS

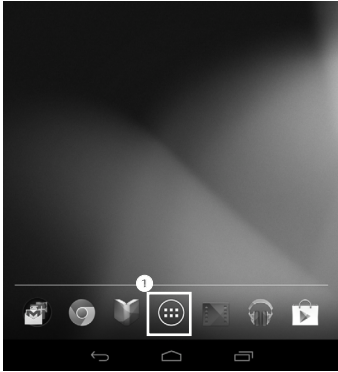
02
Welcome to the CNS

03
Websites for SFC

04
FAQ

05
Appendix

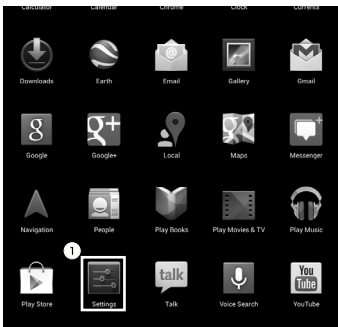
2 Configuration on Nexus 7 (Android 4.x)



01

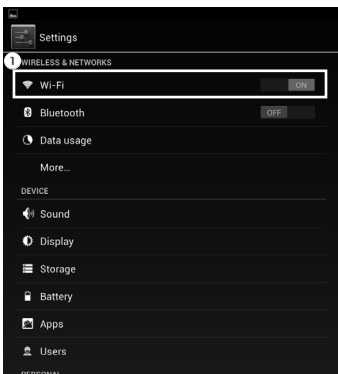
If using an Android device that can connect to the Internet with methods other than Wi-Fi, go to [Step 06](#).

Tap **1** and access the application list.



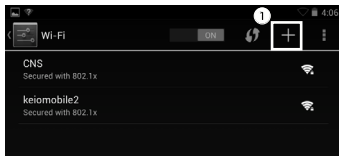
02

Tap **1** "Settings."



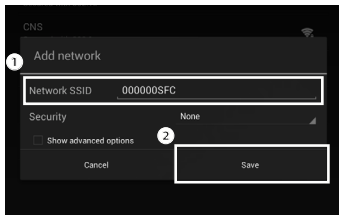
03

Tap **1** "Wi-Fi."



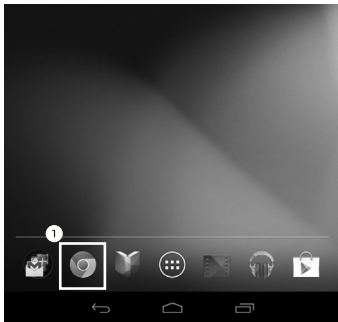
04

Tap ❶ "+" sign.



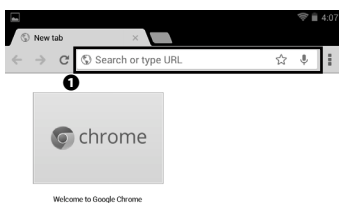
05

Enter "000000SFC" in ❶ "Network SSID," then tap ❷ "Save."



06

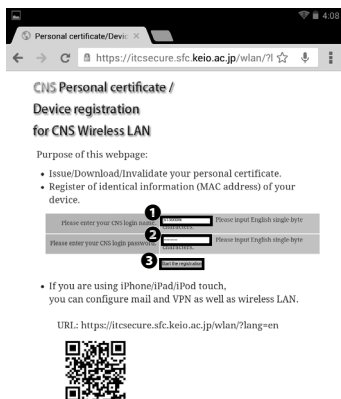
Tap ❶ icon and start Chrome.



07

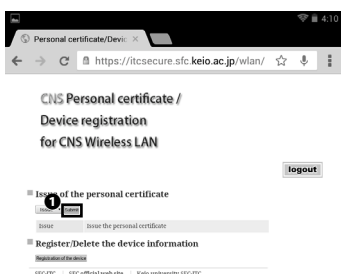
Enter the URL below in ❶ address bar on the top, and access to that.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>



08

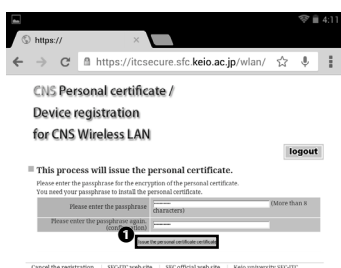
Enter your CNS login name in ❶, and your CNS login password in ❷, then tap ❸ "Start registration."



09

Tap ❶ "submit." If you have already been issued certificate before, tap ❶ "submit" likewise, then your personal certificate will be downloaded automatically.

After downloading the certificate, go to [Step 11](#).



10

On this screen, set the passphrase for your personal certificate. It must be 8 letters or more. Then, click ❶ "Issue the personal certificate."

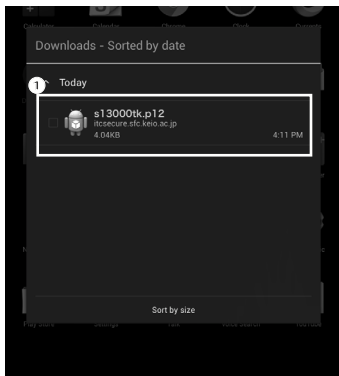
CAUTION

This passphrase prevents malicious third parties from using your personal certificate illegally. As the CNS login password and the IMAP/SMTP-AUTH password, it is important for security of the CNS. Therefore, you have to set a string which is different from other passwords.



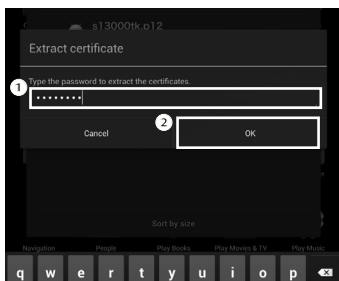
11

Tap ❶ "Downloads" from the application list.



12

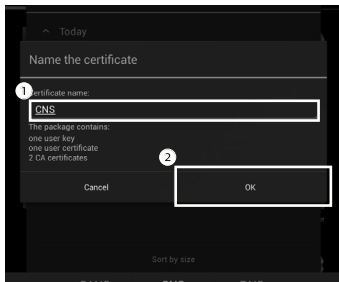
Tap ❶ [CNS login name].p12 and open it.



13

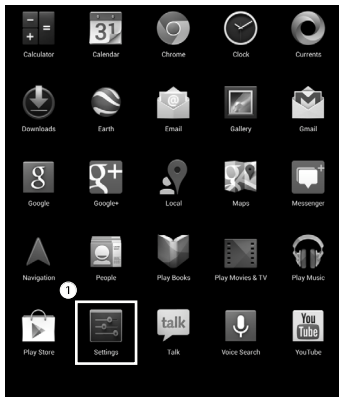
Enter the passphrase for your personal certificate in ❶, then tap ❷ "OK."

01
Start SFC-CNS02
Welcome to the CNS03
Websites for SFC04
FAQ05
Appendix



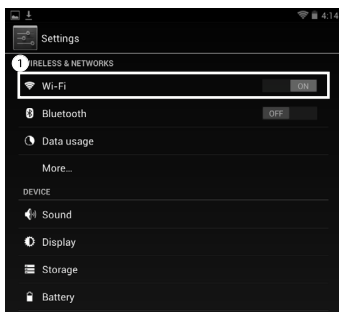
14

Enter "CNS" in ❶, then tap ❷ "OK."



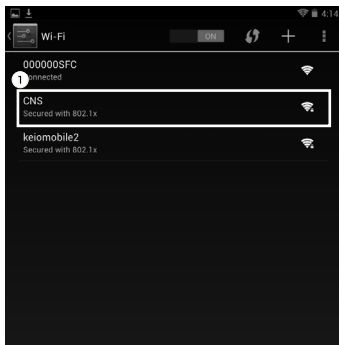
15

Tap ❶ "Settings" from the application list.



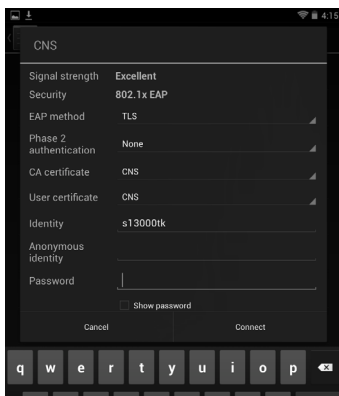
16

Tap ❶ "Wi-Fi."



17

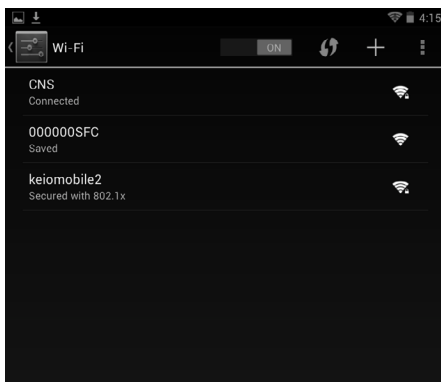
Tap ❶ "CNS."



18

Configure network based on the table below.

Item	Value
Security	802.1x EAP
EAP method	TLS
CA certificate	CNS
User certificate	CNS
Identity	your CNS login name



19

After configuration, your device will automatically connect with CNS on campus.

Confirm that "Connected" is displayed below "CNS."



5 | Using the CNS mail account

This section provides you with information on the CNS mail account.

1 Using the CNS mail account on the PCs installed on campus

You can use the CNS mail account on the PCs installed on campus without any configuration. You can use Thunderbird on Macintosh, Thunderbird and Becky! on Windows as e-mail client software.

2 Using the CNS mail account on your own PCs and mobile devices

Configuring your account for your own devices, You can use your CNS mail account on those.

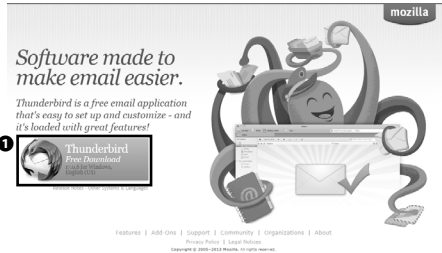
The CNS works best with IMAP for e-mail retrieval, though the CNS mail server supports both POP3 and IMAP.

Without native e-mail client software, you can access to your CNS mail account on the Web. Access to the URL below and then login with your CNS mail account.

⇒ <https://imap.sfc.keio.ac.jp/>

This section provides you how to configure for the CNS mail account using Thunderbird on Windows 7[3], Windows 8[4], and OS X[5].

3 Configuration on Windows 7

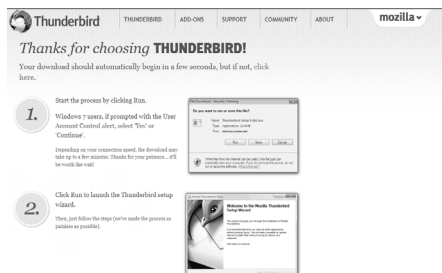


01

Start a Web browser and open the URL below.

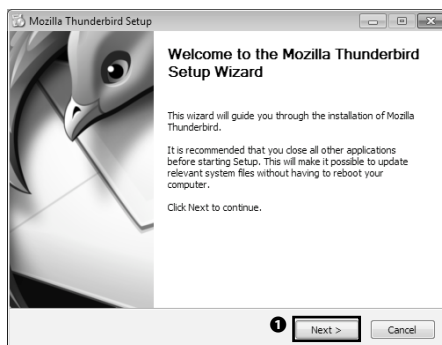
⇒ <http://www.mozilla.org/thunderbird/>

Click **1** "Thunderbird Free Download" on the left of the page.



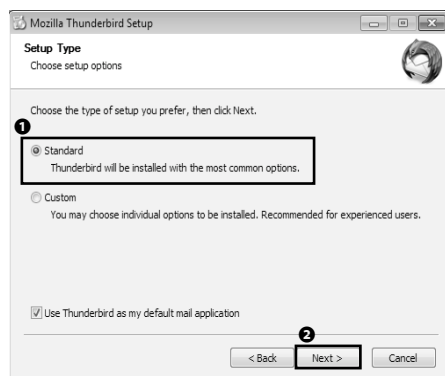
02

Download will start automatically. After the end of download, open the file you just downloaded.



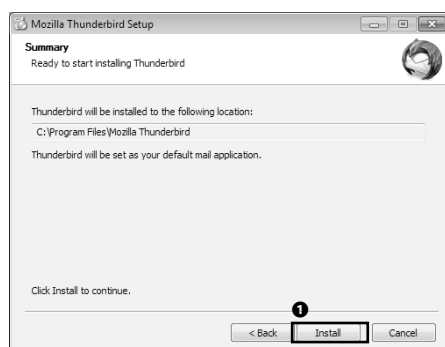
03

Click **1** "Next."



04

Confirm that ❶ "Standard" is chosen, then click ❷ "Next."



05

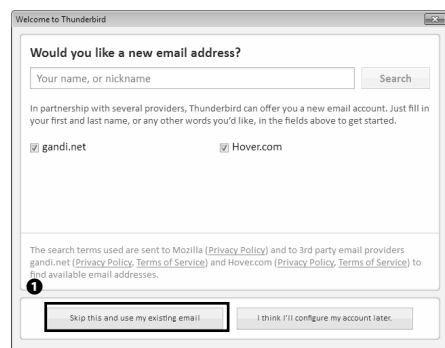
Click ❶ "Install."



06

The setup for Thunderbird is finished. Confirm that

- ❶ "Launch Mozilla Thunderbird" is checked in, then click
- ❷ "Finish."



07

When Thunderbird has started, the window shown on the left will appear. Click ❶ "Skip this and use my existing email," then configure your e-mail account.

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

08

Enter the name you wish to display to recipients in ❶ "Your name," your CNS mail address in ❷ "Email address," and your IMAP/SMTP-AUTH password in ❸ "Password." Then click ❹ "Continue".

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

Configuration found by trying common server names

☒ IMAP (remote folders) ☐ POP3 (keep mail on your computer)

Incoming: IMAP, imap.sfc.keio.ac.jp, STARTTLS

Outgoing: SMTP, smtp.sfc.keio.ac.jp, STARTTLS

Username: t13000tk

09

Wait until the message "Configuration found by trying common server names" is shown on the window. Then, click ❶ "Manual config."

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

Configuration found by trying common server names

Server hostname: Port: SSL: Authentication:

Incoming: IMAP

Outgoing: SMTP

Username:

10

Configure your account based on the table below.

Incoming server:

Protocol	IMAP
Server hostname	imap.sfc.keio.ac.jp
Port	993
SSL	SSL/TLS
Authentication	Encrypted password

Outgoing server:

Server hostname	smtp.sfc.keio.ac.jp
Port	587
SSL	STARTTLS
Authentication	Encrypted password

Then, click ❶ "Re-test." Confirm that the configuration has no fault, click ❷ "Done."

4 Configuration on Windows 8

01

Start a Web browser and open the URL below.

⇒ <http://www.mozilla.org/thunderbird/>

Click ❶ "Thunderbird Free Download" on the left of the page.

02

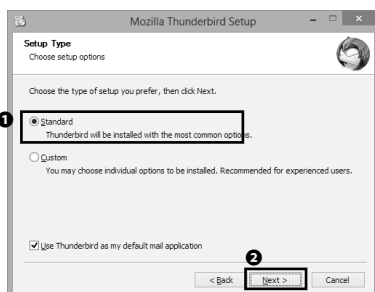
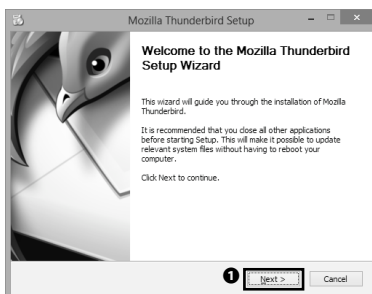
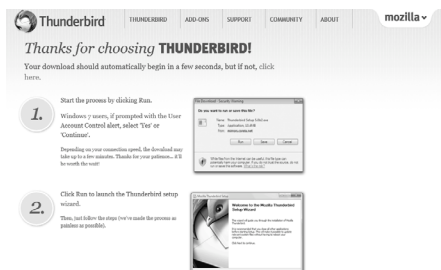
Download will start automatically. After the end of download, open the file you just downloaded.

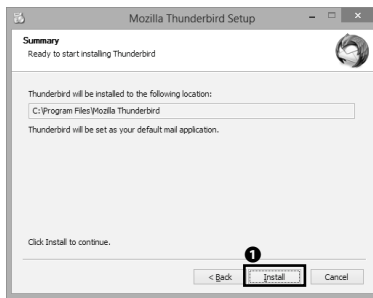
03

Click ❶ "Next."

04

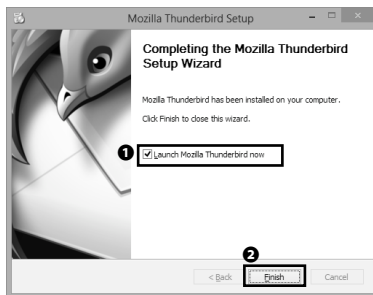
Confirm that ❶ "Standard" is chosen , then click ❷ "Next."





05

Click ❶ "Install."

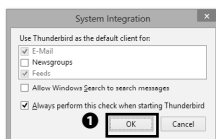


06

The setup for Thunderbird is finished. Confirm that

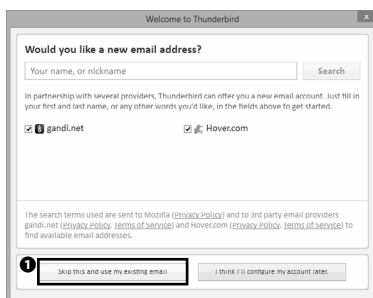
- ❶ "Launch Mozilla Thunderbird" is checked in, then click
- ❷ "Finish."

Create a new account



07

When Thunderbird has started, the window shown on the left will appear. Click ❶ "OK" and continue the procedure.



08

Click ❶ "Skip this and use my existing email," then configure your e-mail account.

01
Start SFC-CNS02
Welcome to the CNS03
Websites for SFC04
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Appendix

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

09

Enter the name you wish to display to recipients in ❶ "Your name", your CNS mail address in ❷ "Email address," and your IMAP/SMTP-AUTH password in ❸ "Password." Then click ❹ "Continue."

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

Configuration found by trying common server names

☒ IMAP (remote folders) ☐ POP3 (keep mail on your computer)

Incoming: IMAP, imap.sfc.keio.ac.jp, STARTTLS

Outgoing: SMTP, smtp.sfc.keio.ac.jp, STARTTLS

Username: s13000k

10

Wait until the message "Configuration found by trying common server names" is shown on the window. Then, click ❶ "Manual config."

Mail Account Setup

Your name: Your name, as shown to others

Email address:

Password:

☒ Remember password

Configuration found by trying common server names

	Server hostname	Port	SSL	Authentication
Incoming: IMAP	imap.sfc.keio.ac.jp	993	SSL/TLS	Encrypted password
Outgoing: SMTP	smtp.sfc.keio.ac.jp	587	STARTTLS	Encrypted password
Username:	s13000k			

11

Configure your account based on the table below.

Incoming server:

Protocol	IMAP
Server hostname	imap.sfc.keio.ac.jp
Port	993
SSL	SSL/TLS
Authentication	Encrypted password

Outgoing server:

Server hostname	smtp.sfc.keio.ac.jp
Port	587
SSL	STARTTLS
Authentication	Encrypted password

Then, click ❶ "Re-test." Confirm that the configuration has no fault, click ❷ "Done."

5 Configuration on OS X

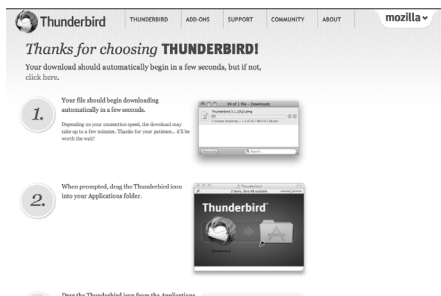


01

Start a Web browser and open the URL below.

⇒ <http://www.mozilla.org/thunderbird/>

Click ❶ "Thunderbird Free Download" on the left of the page.



02

Download will start automatically. After the end of the download, open the downloaded file.



03

Drag and drop Thunderbird icon into Applications folder.



04

Start Finder and then click ❶ "Applications." Start ❷ "Thunderbird" from the list of applications.

01
Start SFC-CNS

02
Welcome to the CNS

03
Websites for SFC

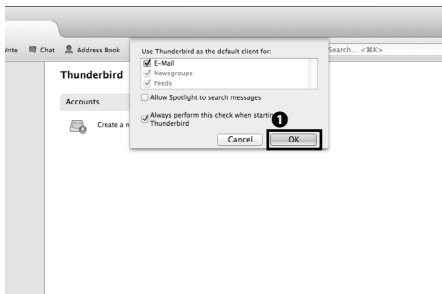
04
FAQ

05
Appendix



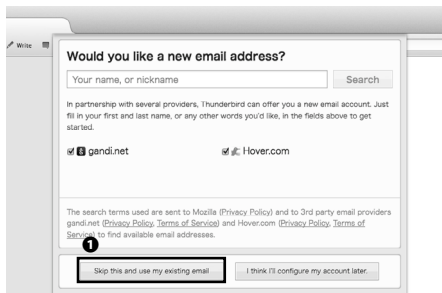
05

When you first open Thunderbird on your Macintosh, a warning window shown on the left will appear. Click ❶ "Open" and continue the procedure.



06

Click ❶ "OK."



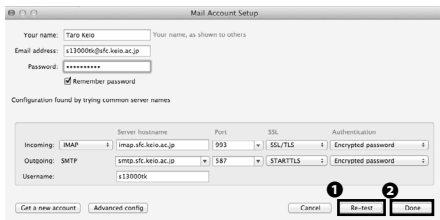
07

Click ❶ "Skip this and use my existing email," then configure your e-mail account.



08

Enter the name you wish to display to recipients in ❶ "Your name," your CNS mail address in ❷ "Email address," and your IMAP/SMTP-AUTH password in ❸ "Password." Then click ❹ "Continue."



09

Wait until the message "Configuration found by trying common server names" is shown on the window. Then, click

❶ "Manual config."

10

Configure your account based on the table below.

Incoming server:

Protocol	IMAP
Server hostname	imap.sfc.keio.ac.jp
Port	993
SSL	SSL/TLS
Authentication	Encrypted password

Outgoing server:

Server hostname	smtp.sfc.keio.ac.jp
Port	587
SSL	STARTTLS
Authentication	Encrypted password

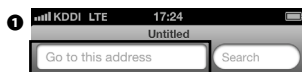
Then, click ❶ "Re-test." Confirm that the configuration has no fault, click ❷ "Done."

6 Configuration on iOS



01

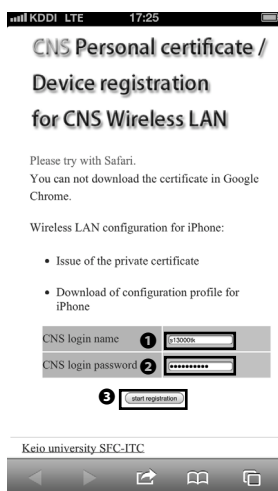
Tap **1** "Safari" on the home screen.



02

Enter the URL below in **1** address bar on the top, then access to that.

⇒ <https://itcsecure.sfc.keio.ac.jp/wlan/>



03

Enter your CNS login name in **1** and your CNS login password in **2** , then tap **3** "Start registration."



04

Tap ❶ "go." If you have not already been issued certificate before, tap ❶ "go" likewise, then refer to [Step 04](#) and [Step 05](#) in [p.29 : 1 Configuration on iPhone (iOS 6.x)].



05

You will get to profile selecting screen. Tap ❶ "Download."



06

Tap ❶ "Install."

01
Start SFC-CNS

02
Welcome to the CNS

03
Websites for SFC

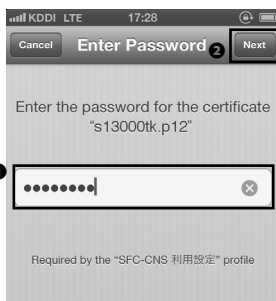
04
FAQ

05
Appendix



07

Tap **1** "Install."



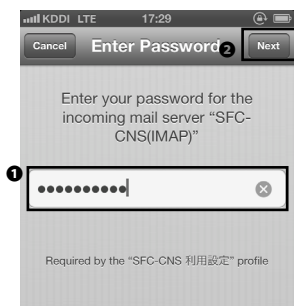
08

Enter the passphrase for your personal certificate in **1** , then tap **2** "Next."



09

Enter your CNS login password in **1** , then tap **2** "Next."



10

Enter your IMAP/SMTP-AUTH password in ❶, then tap ❷ "Next."



11

Tap ❶ "Done."



12

Tap ❶ "Mail" and confirm a new mail box has been created.

7 Mail server specification

IMAP4

Hostname	Port	Authentication method	Password
imap.sfc.keio.ac.jp	993	CRAM-MD5 or AUTH LOGIN authentication	IMAP/SMTP-AUTH password
	143	CRAM-MD5 authentication	

SMTP

Hostname	Port	Authentication method	Password
smtp.sfc.keio.ac.jp	465	SMTP authentication	IMAP/SMTP-AUTH password
	587		

8 Change the IMAP/SMTP-AUTH password

01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/form/mailsetup/>

Enter your CNS login name in ❶ and your CNS login password in ❷ then click ❸ "Login."

02

After authentication, click ❶ "IMAP/SMTP-AUTH password."

03

Enter the new password in ❶ "New password" and ❷ "Confirmation password." You should make the password which ❸ "The strength of password" indicates "Strong." And then click ❹ "Submit."

Finally, click ❺ "Logout" and finish.



6 | Using the CNS printers

This section provides you with information on the CNS printers located throughout campus.

1 Location of the CNS printers

Location	Printer
Co-op Cafeteria North Wing (Vending Machine Area)	RICOH IPSiO SP8200(monochrome)
κ 18 PC room	RICOH IPSiO SP8200(monochrome)
ε 17 PC room	RICOH IPSiO SP8200(monochrome)
ι 18 PC room	RICOH IPSiO SP8200(monochrome)
ο 17 PC room	RICOH IPSiO SP8200(monochrome)
λ 11 PC room	RICOH IPSiO SP8200(monochrome) RICOH IPSiO SP C820 (color)
λ 18 PC room	RICOH IPSiO SP8200(monochrome)
κ building, 2nd floor	RICOH IPSiO SP8200(monochrome)
ι building, 2nd floor	RICOH IPSiO SP8200(monochrome)
Media Center Open Area	RICOH IPSiO SP8200(monochrome) × 2 RICOH IPSiO SP C820(color) × 2
Media Center AV hall entrance (1st floor)	RICOH IPSiO SP8200(monochrome)
Faculty of Nursing and Medical Care-Room 205	RICOH IPSiO SP8200(monochrome) × 2 RiCOH IPSiO SP C820(color)
Library in Nursing and Medical Care	RICOH IPSiO SP8200(monochrome)
Faculty of Nursing and Medical Care-At the corridor in front of Room 202	RICOH IPSiO SP8200(monochrome)
Faculty of Nursring and Medical Care-Co-op	RICOH IPSiO SP8200(monochrome) RICOH IPSiO SP C820(color)

If there is any trouble with a CNS printer, ask the CNS consultant desk (ext. 52519, 52555) or ITC (ext. 52512).

2 Printing from your own PC

By using IPP (Internet Printing Protocol), you can send printing jobs to the CNS printers from your own PC. To use the CNS printers, an application on the Web and configuration on your PC are required. This section provides how to configure for the CNS printers on Windows 7 (p.57), Windows 8 (p.63), OS X (p.68).

3 Configuration for the CNS printers on Windows 7

Apply CNS IPP

About this page

This web page is for applying to use CNS IPP and confirming the password.

1 Result to use

Confirm the correct password

• [Release the password](#)

• Documents

• [What's IPP](#)

• [How to use IPP](#)

• [If you forget your CNS IPP password](#)

• [How to re-assign your CNS IPP password](#)

What's IPP

IPP is used for sending print data files to printers connected to the internet.

By using it, you can print data with CNS shared printers from your own PC.

For example, you can do as described below.

• Printing your data without waiting for shared PCs to be finished by other users.

01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/ipp/>

Click **1** "Apply to use."

Apply CNS IPP

Enter the following information

CNS login ID 1 <input type="text" value="suzuki"/>	Please input English single-byte characters
CNS login password 2 <input type="password" value="*****"/>	Please input English single-byte characters
3 <input type="button" value="Apply to use"/>	

[Print introduction](#) | [SFC-CNS related notices](#) | [SFC related notices](#) | [What's IPP](#) | [SFC-CNS related notices](#)

02

Enter your CNS login name in **1** and your CNS login password in **2**, then click **3** "Apply to use."

Apply CNS IPP

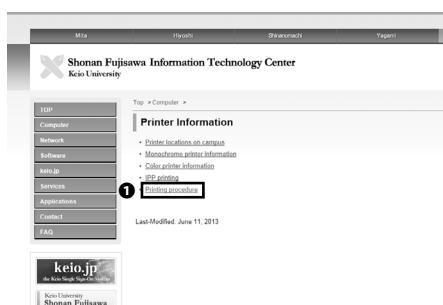
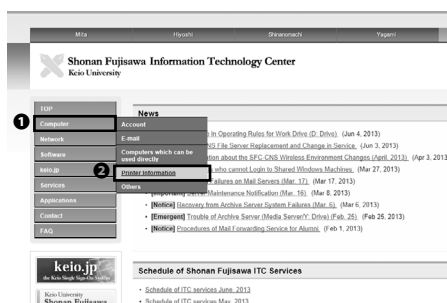
Registration completed

Your application was just accepted as shown below.

CNS login name	s13000hk
CNS IPP password	XXXXXXXXXX

Changing configuration

Please configure your PC for IPP printing.



IPP is a protocol with which printing appliances are controlled and printing data is transmitted and received through TCP/IP network such as Internet.
IPP has a feature that you can send data and print it on the network with HTTP Protocol used for Web-browser.
Control unit such as a user authentication system is integrated in IPP appliances and software to protect them from unknown third party to use.

You can send a printing request to printers in the campus from Vo.FI LAN and information will socket if your personal computer is configured as such.

2 How to configure

When you do IPP printing from your personal PC, firstly obtain IPP printing password, then get printer driver and configure a authentication.

If you configure a IPP printing for monochrome printer before March 26th 2010, please update [printer driver](#).

- IPP password, printer driver

1 IPP password application

- How to get CNS

- Windows XP
- Windows Vista 7 ([Japanese article](#)) (IPP printing is not available on Windows 7 Starter)
- Mac OS X v10.5
- Mac OS X v10.6 v10.7.5 (v10.7.5: [Download](#))
- Ubuntu (v11.10)

How to create PostScript files and print

1. Internet address: [http://www.sfc.itc.keio.ac.jp](#)

03

Memorize your ① "CNS IPP password."

04

Then access to the URL below.

⇒ <http://www.sfc.itc.keio.ac.jp/>

Then click ② "Printer Information" from ① "Computer."

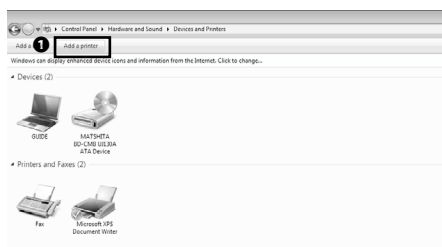
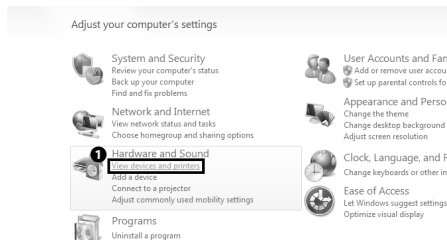
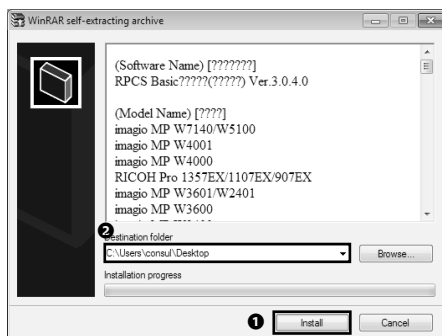
05

Click ① "Printing procedure."

06

Click ① "Printer driver" in the middle of the page.

Driver				
Driver for Monochrome Printers				
Click here to download the driver for monochrome printers - RICOH iPSO SP5202 at CNS				
Note: 7 Printer does not support (P/P printing)				
OS	Driver version	Release date	Installer	More detail
Windows 7	3.0.4.0	2012/10/22	300338.exe	More detail
Windows Vista	1.1.0	2011/05/24	152551.exe	More detail
Windows XP				
Windows 2000				
Windows 8 (64-bit)	3.0.4.0	2012/10/22	100739.exe	More detail
Windows 7 (64-bit)	1.1.0	2011/05/21	152709.exe	More detail
Windows Vista (64-bit)				
Windows XP (64-bit)				
Mac OS X 10.8 (Mountain Lion)	1.0.0.0	2013/02/14	Ricoh_P3_Printers_Inst_2013_10_10_0_0.dmg	More detail
Mac OS X 10.7 (Lion)	1.1.0	2010/06/13	150358.dmg	More detail
Mac OS X 10.6 (Snow Leopard)				
Mac OS X 10.5 (Leopard)				
Mac OS X (up to 10.4)	1.1.0	2010/05/13	150357.dmg	More detail
Macintosh (up to 8.6)	1.0.0	2008/04/28	652749a.zip	More detail
Ubuntu (after 10.10)	1.07.1	2011/11/21	Ricoh-Basic-P3-PP5202-1.07.1.tar.gz	More detail



07

Choose and click an appropriate driver for your OS and the printer you want to use.

Download of driver will start.

08

Open the file you just downloaded. The window shown on the left will appear. Then click ① "Install."

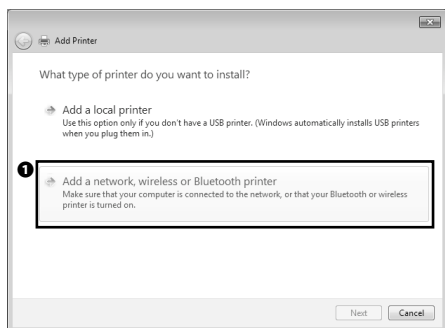
A new folder will be created in the place indicated in ② . Memorize the location of that new folder.

09

After installation, open the Control Panel. Then click ① "View Devices and Printers."

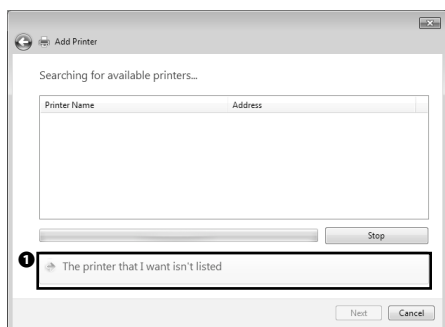
10

Click ① "Add a printer."



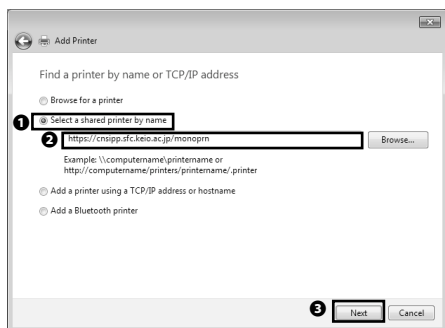
11

Click ❶ "Add a network, wireless or Bluetooth printer."



12

Click ❶ "The printer that I want isn't listed."



13

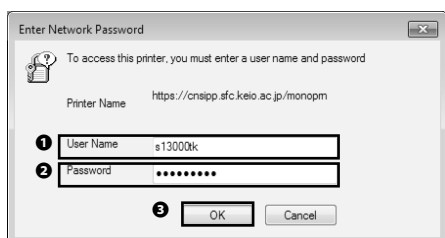
Confirm ❶ "Select a shared printer by name" is chosen and refer to the URL below to enter appropriate value in ❷ text box, then click ❸ "Next."

Monochrome

⇒ <https://cnsipp.sfc.keio.ac.jp/monoprn>

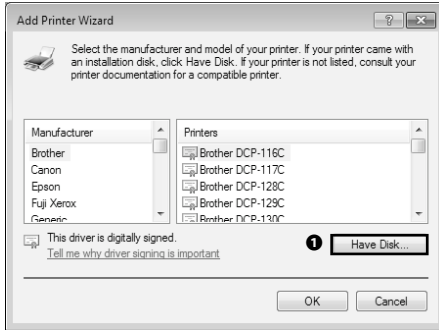
Color

⇒ <https://cnsipp.sfc.keio.ac.jp/colorprn>



14

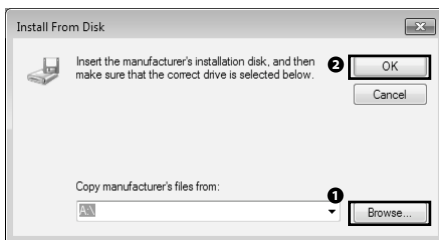
You will be asked to enter your user name and password, so enter your CNS login name in ❶, your CNS IPP password in ❷, then click ❸ "OK."



15

After connecting, Add Printer Wizard will appear, so click

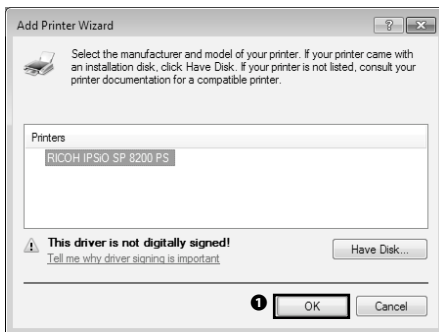
- 1 "Have Disk" to continue.



16

Click 1 "Browse" and open "disk1" from the folder which you have just created in [Step 08](#). Choose file in "disk1" and click

- 2 "OK."



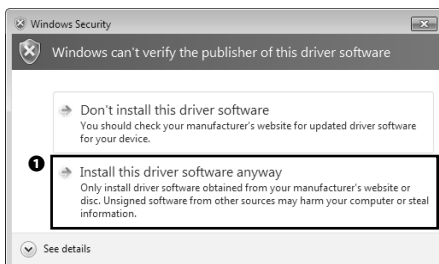
17

This window varies whether you set up monochrome printer or color printer.

If you are setting for monochrome printer, choose RICOH IP-SiO SP8200.

If you are setting for color printer, choose RICOH IPSiO SP C820.

Then click 1 "OK."



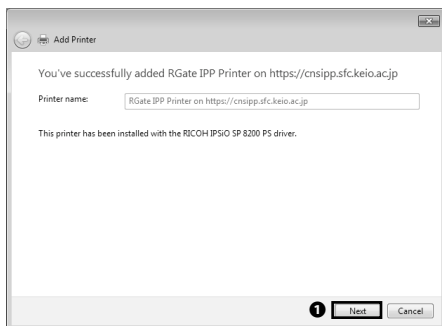
18

If the warning dialogue shown on the left appears, click

- 1 "Install this driver software anyway" to continue.

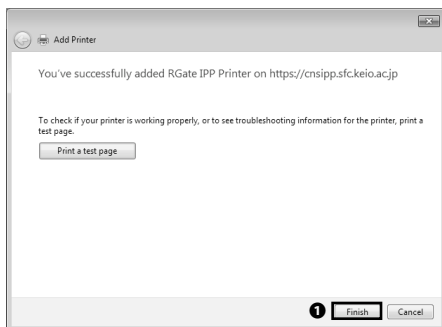
19

Click ❶ "Next."



20

Click ❶ "Finish."



From now on, by choosing the printer you have set up with this guide, you can print from the CNS printers.

4 Configuration for the CNS printers on Windows 8

Apply CNS IPP

About this page

This web page is for applying to use CNS IPP and confirming the password.

1 Apply to use

- Confirm the current password
- Reissue the password

Documents

- What's IPP
- How to use IPP
- If you forget your CNS IPP password
- How to re-issue your CNS IPP password

What is IPP?

IPP is used for sending print data files to printers connected to the internet. By using it, you can print data with CNS shared printers from your own PC. For example, you can do as described below:

- Printing your data without waiting for shared PCs to be finished by other users.

Apply CNS IPP

Enter the following information

CNS login	1	<input type="text" value="s10000k"/>	Please input English single-byte characters
CNS login pass	2	<input type="password" value="*****"/>	Please input English single-byte characters
	3	<input type="button" value="Apply to use"/>	

[Quit registration](#) | [SFC-ITC official website](#) | [SFC official website](#) | [Keio University SFC-ITC](#)

Apply CNS IPP

Registration completed

Your application was just accepted as shown below.

CNS login name	s10000k
CNS IPP pass	1 <input type="password" value="*****"/>

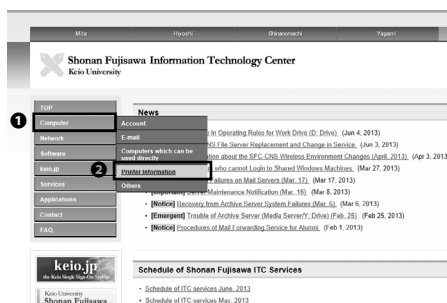
Changing configuration

Please configure your PC for IPP printing.

You can refer to the [manual on the web](#).

You should enter CNS IPP password in the process of configuring, so please remember the password.

Here is the [application page](#) where you can confirm your password.



01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/ipp/>

Click 1 "Apply to use."

02

Enter your CNS login name in 1, your CNS login password in 2, then click 3 "Apply to use."

03

Memorize your 1 "CNS IPP password."

04

Then access to the URL below.

⇒ <http://www.sfc.itc.keio.ac.jp/>

Then click 2 "Printer Information" from 1 "Computer."



05

Click ❶ "Printing procedure."

1. Outline
- IPP(Internet Printing Protocol) can be used for the printer system in Shonan Fujisawa Campus.
- IPP is a protocol with which printing appliances are controlled and printing data is transmitted and received through TCP/IP network so IPP has a feature that you can send data and print it on the network with HTTP Protocol used for Web browser.
- Control unit such as a user authentication system is integrated in IPP appliances and software to protect them from unknown third party.
- You can send a printing request to printers in the campus from Wi-Fi LAN and information wall socket if your personal computer is connected.
2. How to configure
- When you do IPP printing from your personal PC, firstly obtain [IPP printing password](#), then get [printer driver](#) and configure a authentication.
- If you configure a IPPF printing for monochrome printer before March 26th 2010, please update [printer driver](#).
- IPP password, printer driver
 - [IPP password application](#)
- ❶ [Printer driver](#)
- How to set OS
 - Windows XP
 - Windows Vista 7 (Japanese edition) (IPP printing is not available on Windows 7 Starter)
 - Mac OS X v10.5
 - Mac OS X v10.6 v10.7 (Lion) v10.8 (Mountain Lion)
 - Ubuntu (v11.10)

06

Click ❶ "Printer driver" in the middle of the page.

Postscript Driver for Monochrome Printers

This section is to download the driver for monochrome printers - RICOH IP500 SPB200 at CNS.

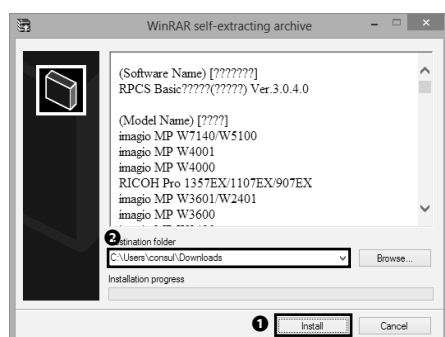
Windows 7 Starter does not support IPP printing.

OS	Driver version	Release date	Installer
Windows 8	3.0.4.0	2012/10/22	Win8_020.dmg
Windows 7			
Windows Vista	1.1.0	2011/06/24	Vista_001.exe
Windows XP			
Windows 2000	3.0.4.0	2012/10/22	Win2K_001.exe
Windows 8 (64bit)			
Windows 7 (64bit)			
Windows Vista (64bit)	1.1.0	2011/06/24	Vista_002.exe
Windows XP (64bit)			
Mac OS X 10.7 (Lion)			
Mac OS X 10.6 (Snow Leopard)	1.1.0	2010/05/11	Mac_001.dmg
Mac OS X 10.5 (Leopard)			
Mac OS X 10.4 (Tiger)	1.1.0	2010/05/11	Mac_002.dmg
Mac OS X 10.3 (Panther)	1.0.0	2008/05/28	Mac_003.dmg
Macintosh (after 8.6)			
Ubuntu (after 10.10)	1.0.1	2011/11/21	Ubuntu_001.dmg

07

Choose and click an appropriate driver for your OS and the printer you want to use.

Download of driver will start.



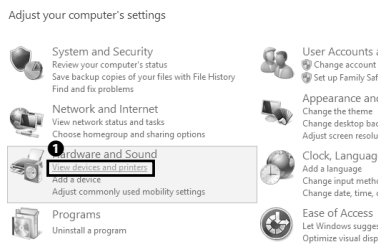
08

Open the file you just downloaded. The window shown on the left will appear. Then, click ❶ "Install."

A new folder will be created in the place indicated in ❷ . Memorize the location of that new folder.

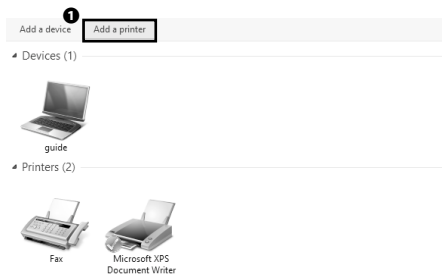
09

After installation, open the Control Panel. Then, click ❶ "View devices and printers."



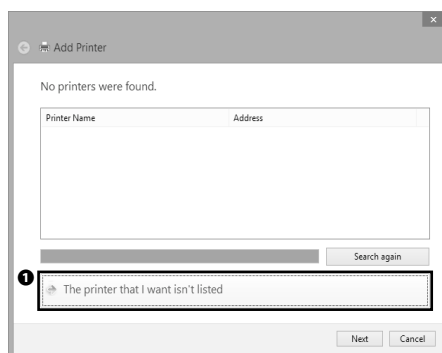
10

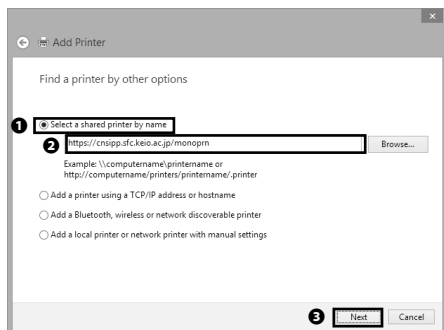
Click ❶ "Add a printer."



11

Click ❶ "The printer that I want isn't listed."





12

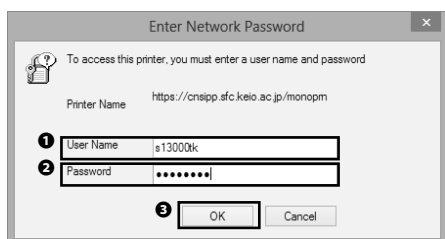
Confirming ❶ "Select a shared printer by name" is chosen and refer to the URL below to enter appropriate value in ❷ text box, then click ❸ "Next."

Monochrome

⇒ <https://cnsipp.sfc.keio.ac.jp/monoprn>

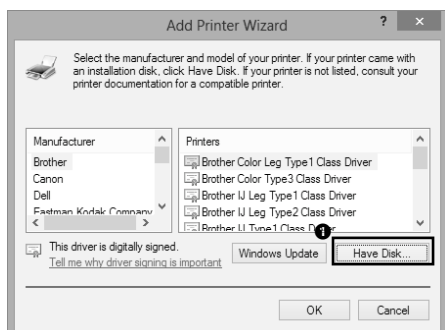
Color

⇒ <https://cnsipp.sfc.keio.ac.jp/colorprn>



13

You will be asked to enter your user name and password, so enter your CNS login name in ❶, your CNS IPP password in ❷, then click ❸ "OK."



14

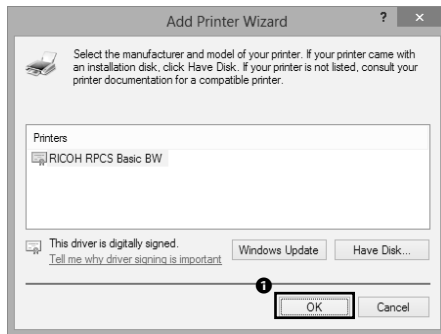
After connecting, Add Printer Wizard will start, so click

❶ "Have Disk."



15

Click ❶ "Browse" and open "disk1" from folder which you have just created in [Step 08](#). Choose file in "disk1" and click ❷ "OK."



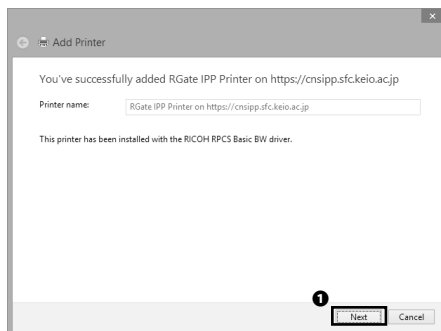
16

This window varies whether you set up monochrome printer or color printer.

If you are setting for monochrome printer, choose RICOH RPCS Basic BW.

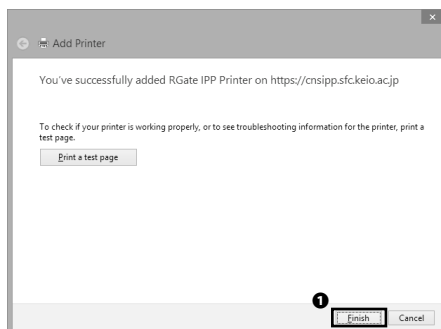
If you are setting for color printer, choose RICOH RPCS Basic Color.

Then click ❶ "OK."



17

Click ❶ "Next."



18

Click ❶ "Finish."

From now on, by choosing printer you have set up with this guide, you can print from the CNS printers.

5 Configuration for the CNS printers on OS X

Apply CNS IPP

About this page

This web page is for applying to use CNS IPP and confirming the password.

1 Apply to use

- Confirm the current password
- Reissue the password

Documents

- What's IPP
- How to use IPP
- If you forget your CNS IPP password
- How to re-issue your CNS IPP password

What's IPP

IPP is used for sending print data files to printers connected to the internet.

01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/ipp/>

Click ❶ "Apply to use."

Apply CNS IPP

Enter the following information

CNS login name ❶	<input type="text" value="s13000k"/>	Please input English single-byte characters
CNS login password ❷	<input type="password" value="XXXXXXXX"/>	Please input English single-byte characters
❸ <input type="button" value="Apply to use"/>		

[Quit registration](#) | [SFC-ITC official website](#) | [SFC official website](#) | [Keio University SFC-ITC \(cns-request\)](#)

02

Enter your CNS login name in ❶ and your password in ❷ , then click ❸ "Apply to use."

Confirmation of IPP Password

Current IPP password

Your current IPP password is:

CNS login name	<input type="text" value="s13000k"/>
CNS IPP password ❶	<input type="password" value="XXXXXXXX"/>

[IPP registration menu page](#) | [SFC-ITC official website](#) | [SFC official website](#) | [Keio University SFC-ITC \(c\)](#)

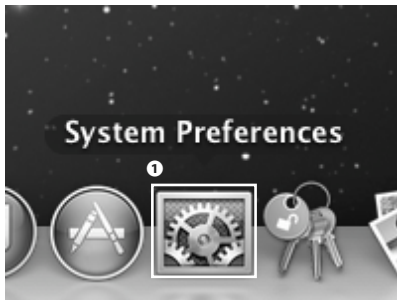
03

Memorize your ❶ "CNS IPP password."

04

For installation of a driver, you have to change security setting of OS X.

Open ❶ "System Preferences."



05

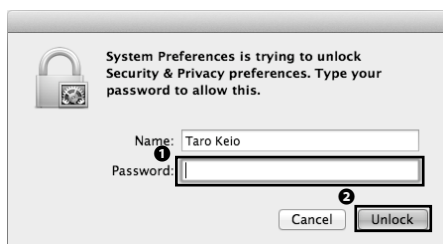
Click ❶ "Security & Privacy."



06

Click ❶ icon.





07

You will be asked to enter your password, so enter your password for OS X account in **1** "Password."

Then click **2** "Unlock."



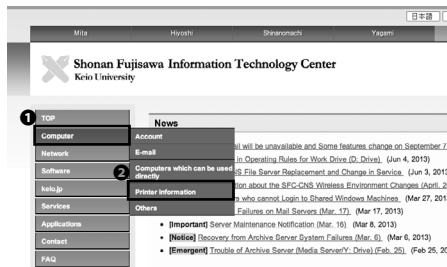
08

Select **1** "Anywhere."



09

Click **1** "Allow From Anywhere" to continue. That is all changes for System Preferences.



10

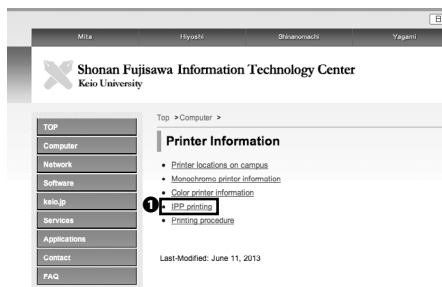
Start a Web browser and open the URL below.

⇒ <http://www.sfc.itc.keio.ac.jp/>

Then click ② "Printer Information" from ① "Computer."

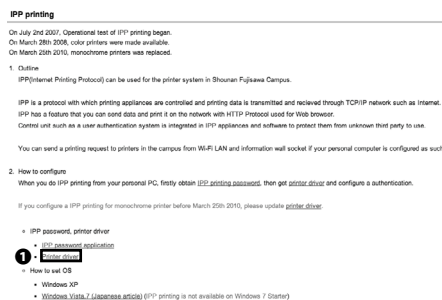
11

Click ① "IPP printing."



12

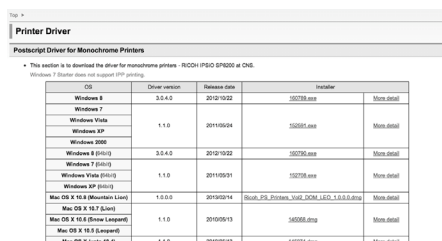
Click ① "Printer driver" in the middle of the page.

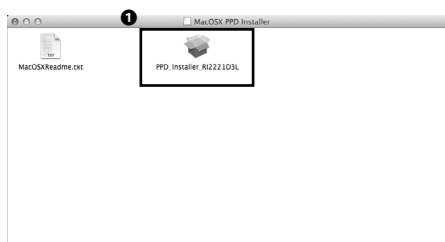


13

Choose and click an appropriate driver for the printer you want to use.

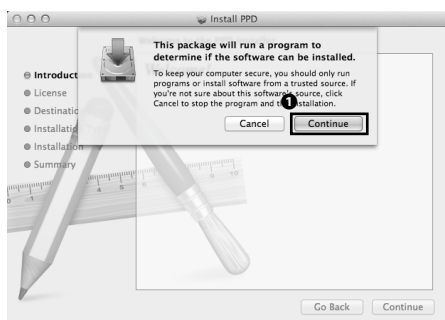
Download of driver will start.





14

Open the file you just downloaded. Double click **1** and start the installer.



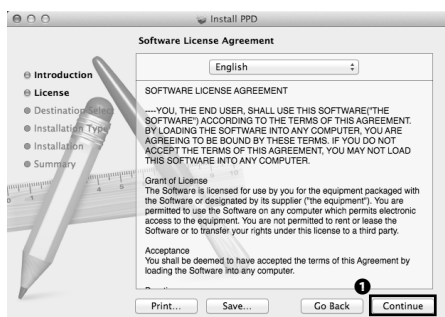
15

Click **1** "Continue."



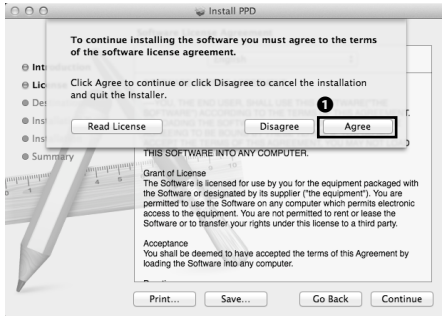
16

Click **1** "Continue."



17

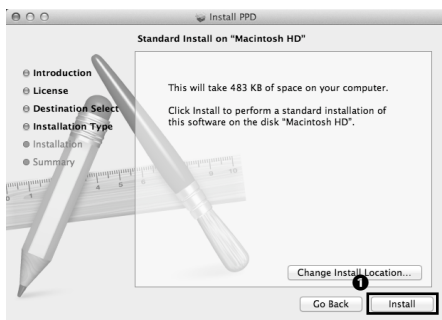
Read the software license agreement carefully and click **1** "Continue."



18

If you agree to the software license agreement, click

① "Agree." If you do not agree, you cannot use the CNS printers.



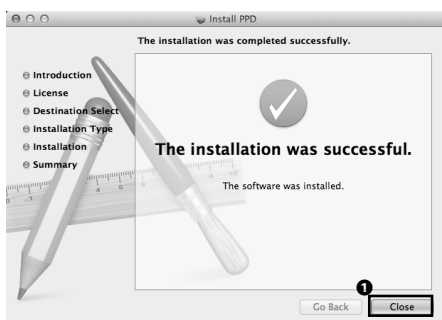
19

Click ① "Install" to start installation.



20

You will be asked to enter your password, so enter your password for OS X account and click ① "Install Software."



21

Click ① "Close" to finish installation.

22

Open System Preferences and click ❶ "Print & Scan."



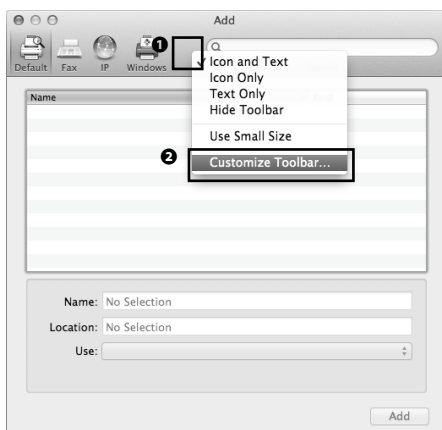
23

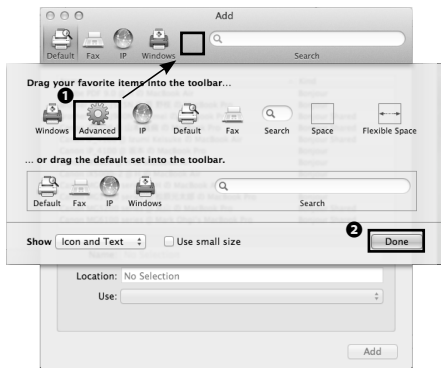
Click ❶ "+" sign.



24

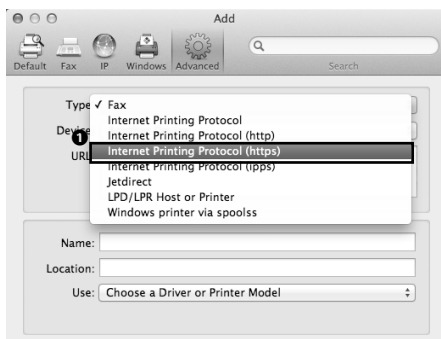
Pressing the control key, click ❶ blank space of the top of the window. Then, click ❷ "Customize Toolbar."





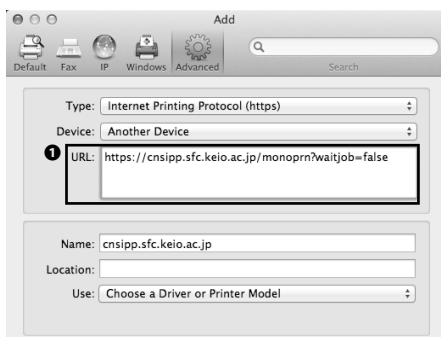
25

Drag and drop **1** "Advanced" icon into the menu at the top of the window. Click **2** "Done" and click **1** "Advanced" icon you have just added.



26

Choose **1** "IPP(Internet Printing Protocol)(https)" for Type.



27

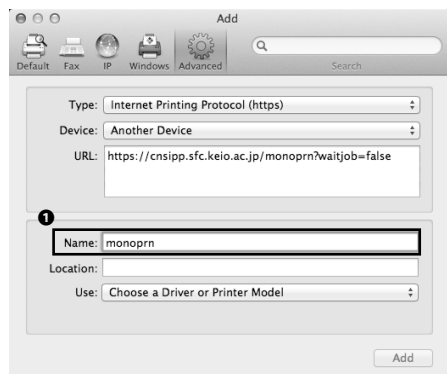
Enter the URL below in **1** "URL" area.

Monochrome

⇒ <https://cnsipp.sfc.keio.ac.jp/monoprn?waitjob=false>

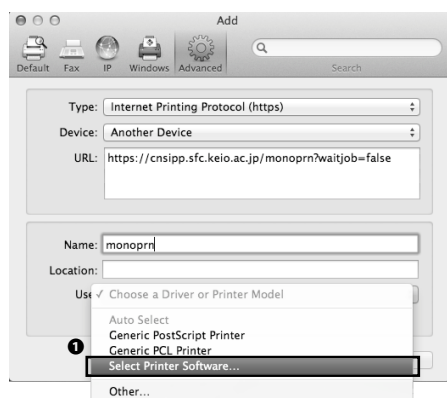
Color

⇒ <https://cnsipp.sfc.keio.ac.jp/colorprn?waitjob=false>



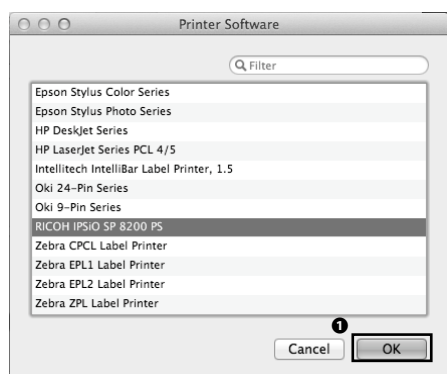
28

Enter appropriate name in ❶ "Name" area. If you are setting up for monochrome printer, enter "monoprn." If you are setting up for color printer, enter "colorprn."



29

Click ❶ "Select Printer Software" from Use.

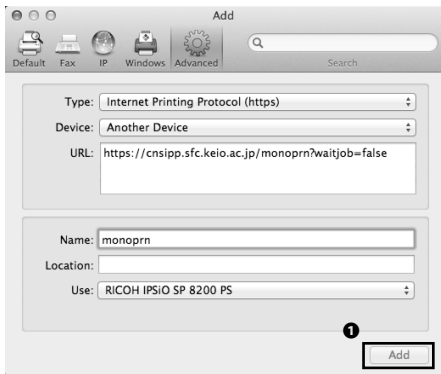


30

If you are setting for monochrome printer, choose RICOH IP-SiO SP8200 PS.

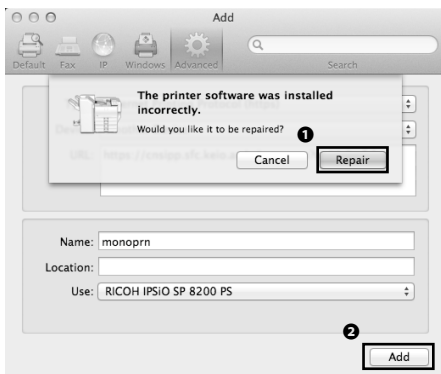
If you are setting for color printer, choose RICOH IPSiO SP C820 PS.

Then click ❶ "OK."



31

Click ❶ "Add."



32

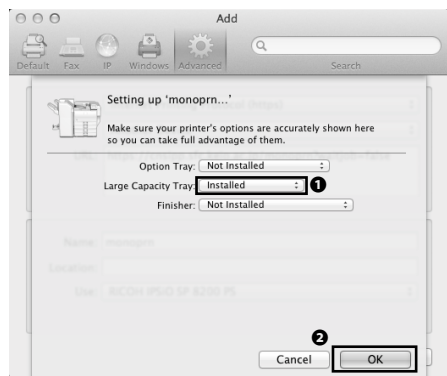
If the dialogue shown on the left appears, click ❶ "Repair."
And click ❷ "Add."



33

You will be asked to enter your password, so enter your OS X account password in ❶ "Password."

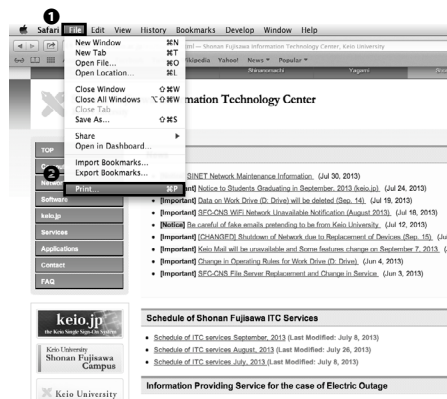
Then click ❷ "OK."



34

The window for further setting will be displayed, so choose "Installed" for ❶ "Large Capacity Tray," and click ❷ "OK."

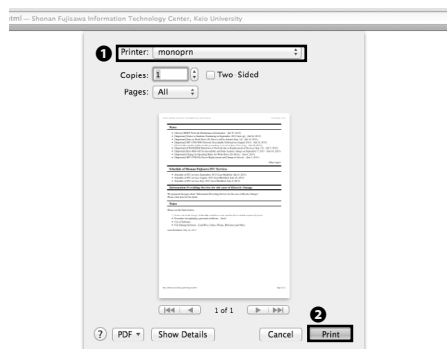
Next, you are going to check whether you can print from the printer you have just set up.



35

To do user authentication for the CNS printers, you have to do test print. You can print anything you want for your test print. For example, we will print ITC website we have just used to install printer driver.

Click ❷ "Print" from ❶ "File" at the top of the window.



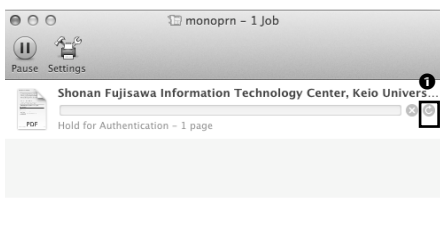
36

Setting window for printing will be displayed, so choose the printer you have just set up for ❶ "monopr" (We will use monopr) and then click ❷ "Print."



37

Next, ❶ icon will appear in the dock, so click the icon.



38

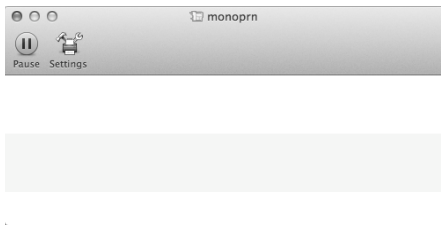
The window shown on the left will appear, so click ❶.



39

The dialogue box shown on the left will appear. Confirm

❶ "Registered User" is chosen and enter your CNS login name in ❷ "Name," CNS IPP password you have memorized on [Step 03](#) in ❸ "Password," then click ❹ "OK."



40

If the job you saw on [Step 38](#) has disappeared, the job has successfully been sent.

6 Operation of the CNS printers

01

You can operate the printers using the touch panel installed next to each printer.

Touch the screen and enter your CNS login name, then touch

① "確定."

02

The list of printing jobs will appear.

Touch jobs you want to print.

Then touch ① "印刷" and confirmation dialogue will appear.

Touch "はい" and your jobs will be printed.

When you delete your jobs, touch jobs you want to delete and touch ② "削除." Confirmation dialogue will appear and touch "はい."

7 Printing charge

You do not have to pay a printing charge as long as the charge is 2500 yen or less (per year). You have to pay any surplus in January.

Check the table of charges below. Take notice that of duplex printing costs as many as two pages (as twice as many as one page).

As long as you are printing from a color printer, your printing jobs will be charged at color prices, even if the printout is in monochrome. To check your printing charge, refer to the following subsection.

A kind of printer	Charge
Monochrome printer	A4 5yen per page
	A3 10yen per page
Color printer	A4 15yen per page
	A3 30yen per page

Once in a year, in January, CNS login names for students whose printing charge has been exceeded will be in listed in Alpha Buliding. If your charge is exceeded, ask ITC and pay your charge. If you do not pay by the due date, your CNS account will be suspended.

8 How to check the total number of printed sheets

You can check the total number of printed sheets on the CNS servers.

For the procedure to login to server, refer to [p.83 : 7 | Remote command-line login].

% printer-acct (Returnキーを押す)		
昨日までの CNS printer 利用合計 [s13000tk]		

モノクロプリンタ	A4	587ページ
	A4以外	0ページ
カラープリンタ	A4	10ページ
	A4以外	12ページ

In this example above

- A4 monochrome printing : 587 pages
- A4 color printing : 10 pages
- A3 color printing : 12 pages

In this case,

$(5\text{yen} * 587\text{ pages}) + (15\text{ yen} * 10\text{ pages}) + (30\text{ yen} * 12\text{ pages}) = 3445\text{ yen}$

is total printing charge. You have to pay a surplus of total charge over 2500.

In this case that is 945 yen.



7 | Remote command-line login

This section provides you with the procedures for remote command-line login to the CNS servers.

1 Remote command-line login

To operate the CNS servers with your account, you have to operate by remote control. The CNS supports SSH for remote command-line login protocol.

This section provides you with the procedure for remote command-line login on Windows 7 (p.84), Windows 8 (p.87), OS X (p.89).

For more information on the CNS servers, refer to the website of Shonan Fujisawa ITC.

⇒ <http://www.sfc.itc.keio.ac.jp/>

2 Remote command-line login on Windows 7

01

No SSH client is installed in Windows, so you have to install appropriate software. This guide provides you with an example with software named "PuTTY."

First of all open the URL below to install PuTTY, and download the latest version of PuTTY.

⇒ <http://www.chiark.greenend.org.uk/~sgtatham/putty/download.html>

Click ❶ shown on the left.

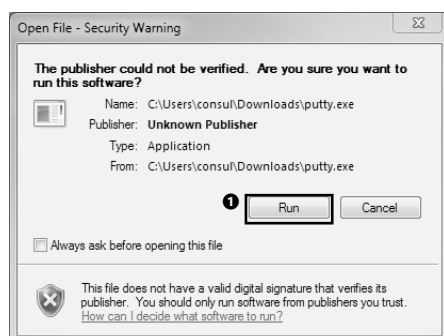
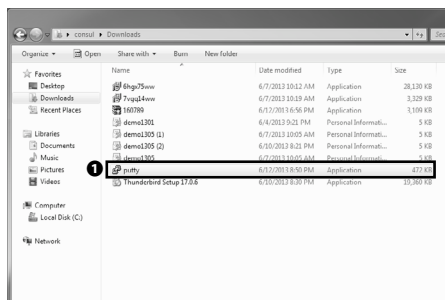
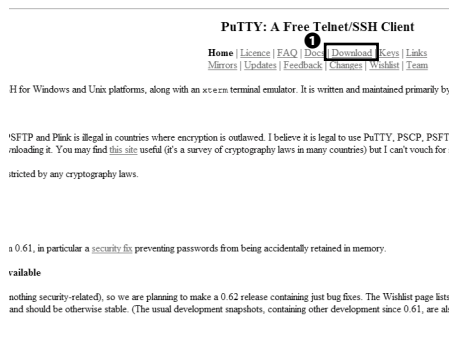
02

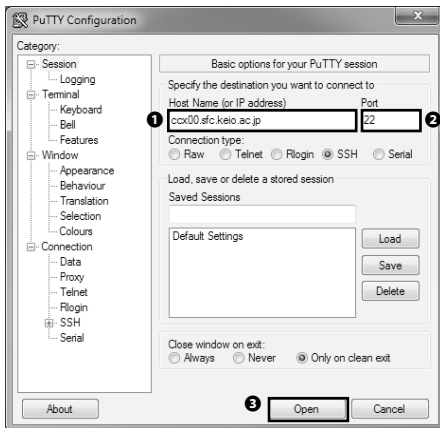
Unfold the zip file you just downloaded, and open the folder you unfolded.

You will get the screen shown on the left, double click the file named ❶ "putty" to open.

03

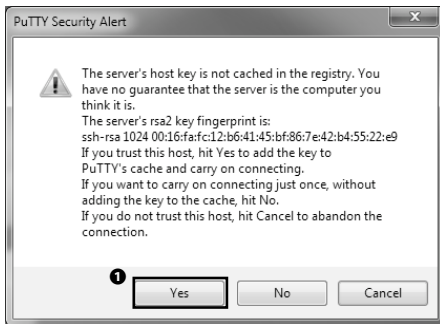
The warning window shown on the left will appear, then click ❶ "Run" to continue.





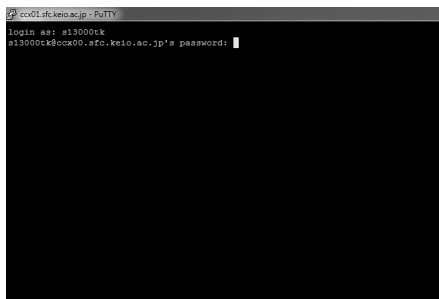
04

In this section, connect to ccx00 as an example. Enter "ccx00.sfc.keio.ac.jp" in ❶ "Host Name," "22" in ❷ "Port," and click ❸ "Open."



05

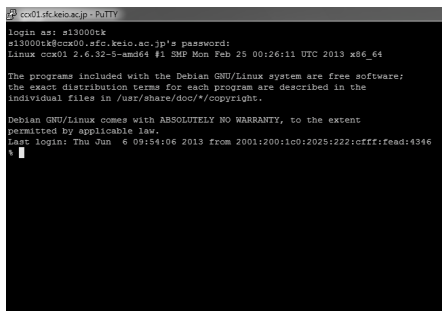
Click ❶ "Yes."



06

You will be asked to enter login name. So enter your CNS login name and press the enter key.

Then you will be asked to enter password. So enter your CNS login password and press the enter key. Be careful that cursor will not move.



```
ssh ccc01@kiso.ac.jp -PuTt
login as: al3000tk
al3000tk@ccc01.sfr.kiso.ac.jp's password:
Linux ccc01 2.6.32-5-amd64 #1 SMP Mon Feb 25 00:12:11 UTC 2013 x86_64

The programs included with the Debian GNU/Linux system are free software;
the exact distribution terms for each program are described in the
individual files in /usr/share/doc/*/copyright.

Debian GNU/Linux comes with ABSOLUTELY NO WARRANTY, to the extent
permitted by applicable law.
Last login: Thu Jun  6 09:54:06 2013 from 2001:200:1c0:2025:222:cfff:fead:4346
$
```

07

If the screen like shown on the left is displayed, you have successfully logged in.

The procedure for remote command-line login on Windows 7 is completed.

3 Remote command-line login on Windows 8

01

No SSH client is installed in Windows, so you have to install appropriate software. This guide provides you with an example with software named "PuTTY".

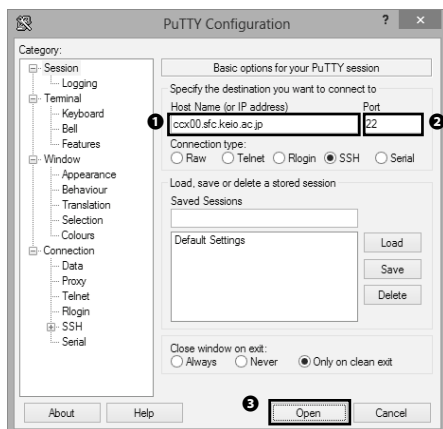
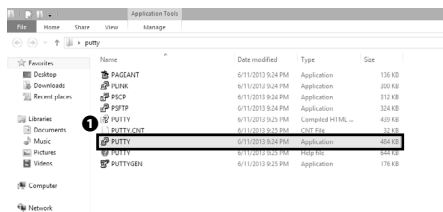
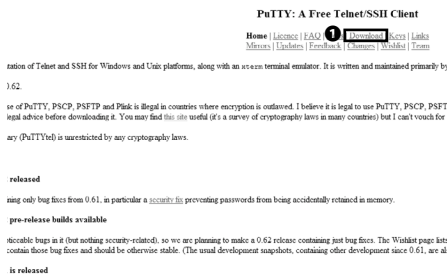
First of all, access to the website below to install PuTTY, and download the latest version of PuTTY. Click ❶ on the top of the page.

⇒ <http://www.chiark.greenend.org.uk/~sgtatham/putty/download.html>

02

Unfold the zip file you just downloaded, and open the folder you unfolded.

You will get the screen shown on the left, double click the file named ❶ "PUTTY" to open.

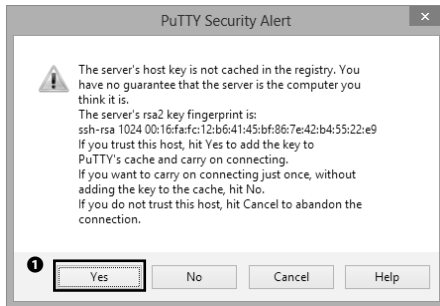


03

In this section, connect to ccx00 as an example. Enter "ccx00.sfc.keio.ac.jp" in ❶ "Host Name," "22" in ❷ "Port," and click ❸ "Open."

04

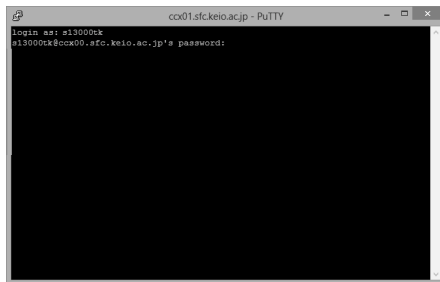
Click ❶ "Yes."



05

You will be asked to enter login name. So enter your CNS login name and press the enter key.

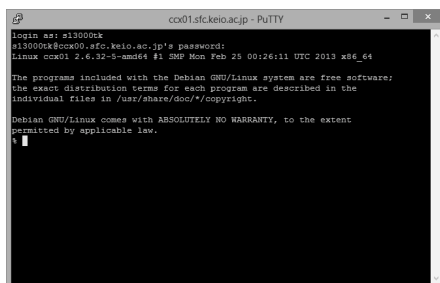
Then you will be asked to enter password. So enter your CNS login password and press the enter key. Be careful that cursor will not move.



06

If the screen like shown on the left is displayed, you have successfully logged in.

The procedure for remote command-line login on Windows 8 is completed.



4 Remote command-line login on OS X

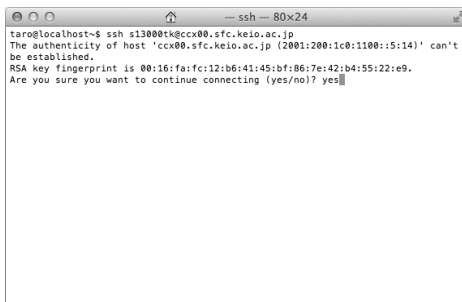


```
taro@localhost~$ ssh s13000tk@ccx00.sfc.keio.ac.jp
```

01

Open Terminal from Utilities.


Enter "ssh [CNS login name]@ccx00.sfc.keio.ac.jp" and press the return key.



```
taro@localhost~$ ssh s13000tk@ccx00.sfc.keio.ac.jp
The authenticity of host 'ccx00.sfc.keio.ac.jp (2001:200:1c0:1100::5:14)' can't
be established.
RSA key fingerprint is 00:16:fa:fc:12:b6:41:45:bf:06:7e:42:b4:55:22:e9.
Are you sure you want to continue connecting (yes/no)? yes
```

02

A warning like shown on the left will appear, then enter "yes" and press the return key.

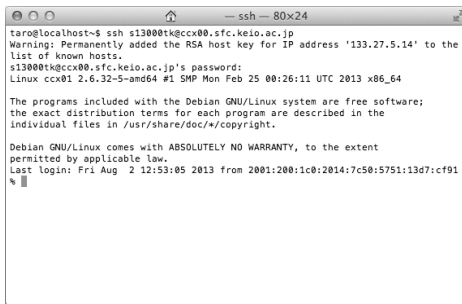


```
taro@localhost~$ ssh s13000tk@ccx00.sfc.keio.ac.jp
The authenticity of host 'ccx00.sfc.keio.ac.jp (2001:200:1c0:1100::5:14)' can't
be established.
RSA key fingerprint is 00:16:fa:fc:12:b6:41:45:bf:06:7e:42:b4:55:22:e9.
Are you sure you want to continue connecting (yes/no)? yes
Warning: Permanently added 'ccx00.sfc.keio.ac.jp,2001:200:1c0:1100::5:14' (RSA)
to the list of known hosts.
s13000tk@ccx00.sfc.keio.ac.jp's password: 
```

03

You will be asked to enter your password, so enter your CNS login password and press the return key.

Be careful that cursor will not move.



```
taro@localhost:~$ ssh s13000tk@cccx00.sfc.keio.ac.jp
Warning: Permanently added the RSA host key for IP address '133.27.5.14' to the
list of known hosts.
s13000tk@cccx00.sfc.keio.ac.jp's password:
Linux ccx01 2.6.32-5-amd64 #1 SMP Mon Feb 25 00:26:11 UTC 2013 x86_64

The programs included with the Debian GNU/Linux system are free software;
the exact distribution terms for each program are described in the
individual files in /usr/share/doc/*/copyright.

Debian GNU/Linux comes with ABSOLUTELY NO WARRANTY, to the extent
permitted by applicable law.
Last login: Fri Aug 2 12:53:05 2013 from 2001:200:1c0:2014:7c50:5751:13d7:cf91
^
```

04

If the screen like shown on the left is displayed, you have successfully logged in.



8 | Saving files on the CNS server

Each student is allocated 40GB of storage to save personal files.

1 Area allocated for the individual students

The CNS provides you with an area for individual students to save e-mails and personal files. If you use all of the area you cannot receive e-mails, so be careful. The path to each PC on campus is listed below.

Place	Path on the CNS Server
Home directory for Macintosh	/home/CNS Login Name/CNSiMac/
Desktop of Windows 7	/home/CNS Login Name/7DataCNS/CNSDESKTOP/
Document folder of Windows 7	/home/CNS Login Name/7DataCNS/Documents/

Amount of use of your personal area can be checked by using quota command after you remote command-line login [p.83 : 7 | Remote command-line login] to the CNS server.

2 Transfer files

Using PC installed on campus, you can directly access to the CNS home directory. From your own PC, you need to transfer files using SSH.

The CNS allows you to transfer your files by SCP or SFTP. This guide provides you with the procedures for file transfer by software named WinSCP for Windows (p.92) and software named Cyberduck for OS X (p.97).

3 File transfer on Windows



01

Start a Web browser, and open the URL below.

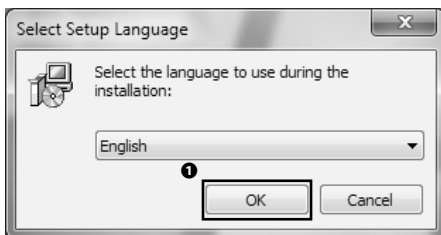
⇒ <http://winscp.net/>

Click **1** "Download" on the top of the page. Download will start automatically.



02

Click **1** "Installation package."



03

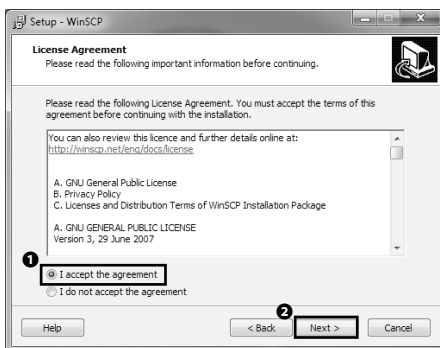
Open the file you just downloaded

Choose English and click **1** "OK."



04

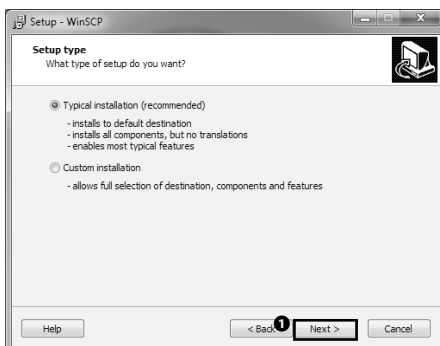
Click **1** "Next."



05

The software license agreement will be displayed. If you agree, check in **1** "I accept the agreement" and click **2** "Next."

If you do not agree, you cannot use WinSCP.



06

Interface set up screen will be displayed. This guide provides you with the procedures for commander interface for example.

You can change interface any time you want, so confirm commander interface is chosen and click **1** "Next."



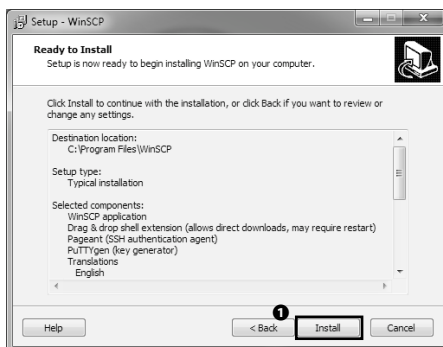
07

Click ❶ "Next."



08

Click ❶ "Next."



09

Click ❶ "Install."

10

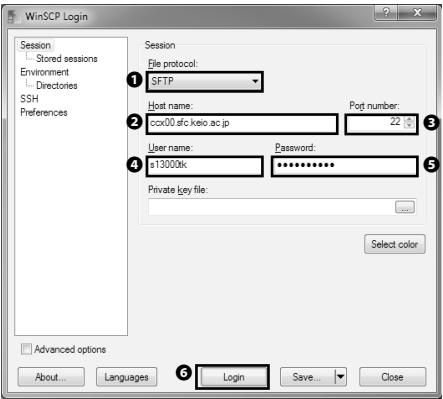
The procedures for setting up WinSCP is completed.

Confirm that ❶ "Launch WinSCP" is checked in, click ❷ "Finish."



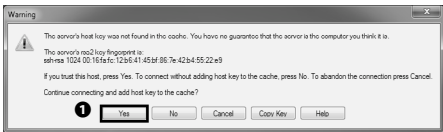
11

Choose "SFTP" for ❶ "File protocol," enter host name or IP address you want to access in ❷ "Host name," enter "22" in ❸ "Port number," enter your CNS login name in ❹ "User name," and your CNS login password in ❺ "Password." Then click ❻ "Login."



12

If a warning like shown on the left is displayed, click ❶ "Yes" to continue.

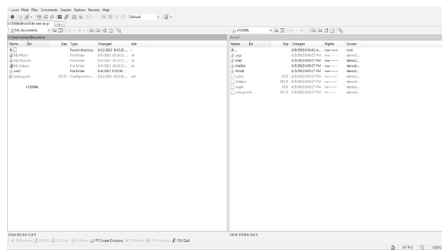


13

Setup is completed. If you get a window look like shown on the left, you have successfully connected.

In this windows, local files are listed on the left side of the window and remote files are listed on the right side of the window.

You can drag and drop files to transfer.



4 File transfer on OS X

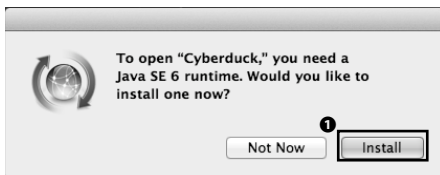


01

Start a Web browser and open the URL below.

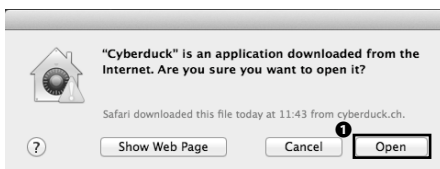
⇒ <http://cyberduck.ch/>

Click ❶ and download the latest version.



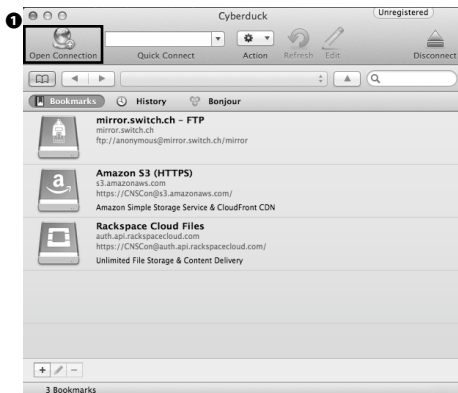
Unfold the zip file you just downloaded and double click the application file.

If a warning like shown on the left is displayed, click ❶ "Install", do what the warning says and install the appropriate software.



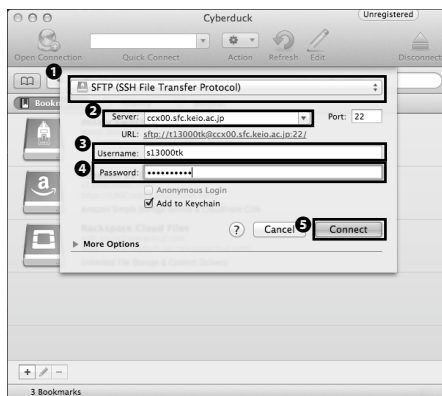
03

If the warning shown on the left is displayed, click ❶ "Open" to continue.



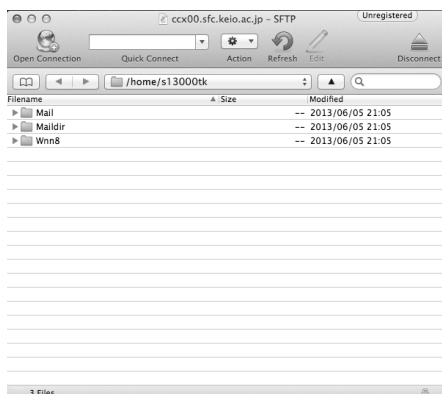
04

Click ❶ "Open Connection."



05

Choose "SFTP" for ❶, enter host name or IP address in ❷ "Server," enter your CNS login name in ❸ "Username," and enter your CNS login password in ❹ "Password," Then click ❺ "Connect."



06

If the window like shown on the left is displayed, you have successfully connected. Remote files are listed in the window.

You can drag and drop local files in this window to transfer.



9 | Publishing files to the Web

This section provides you with the procedure to publish the files on the CNS to the Web

1 Publishing files on the Web

To publish your files on the CNS to the Web, you need to take several steps.

First of all, by using file transfer software, by remote command-line login [p.81 : Remort command-line login], by using PC installed on campus, you have to make a directory named "public_html" in the home directory. Files in public_html directory are open to the Web except for the following cases as listed below:

- The event that there is restriction on directory by Basic Authentication or Digest Authentication.
- The event "Read" permission is not given to "Other" class.

You can access to files by the URL below.

⇒ **`http://web.sfc.keio.ac.jp/~[CNS login name]/[relative path from public_html to file]`**

For example, if one's CNS login name was s13000tk, and relative path from public_html to the file named report.pdf was "ex_lecture/assignments/report.pdf," the URL for report.pdf will be below.

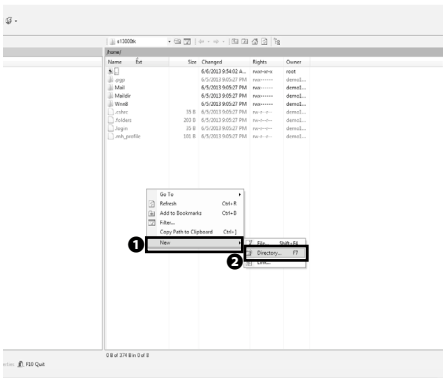
⇒ **`http://web.sfc.keio.ac.jp/~s13000tk/ex_lecture/assignments/report.pdf`**

The following subsections provides you how to use software and open file to the Web.

2 Procedure for WinSCP

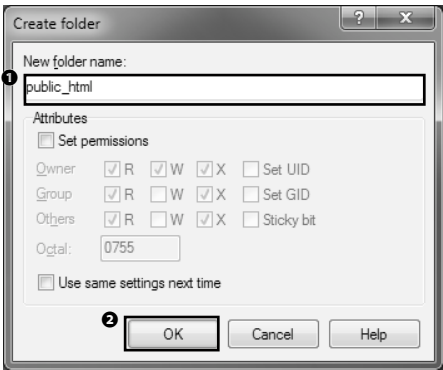
01

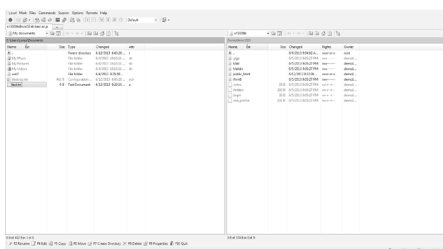
Connect the CNS and right click the blank of the remote host side of the window, and click ❶ "New" → ❷ "Directory" from the menu. Or just press the F7 key.



02

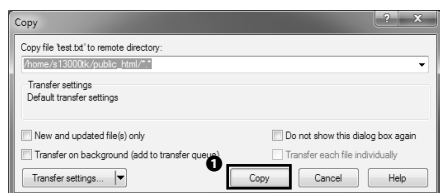
Create folder window will be displayed, enter "public_html" in ❶ and click ❷ "OK."





03

Drag file you want to open on the Web and drag it into "pub_html" directory.



04

Dialogue like shown on the left will be displayed, so click ❶ "Copy" to transfer.

01
Start SFC-CNS

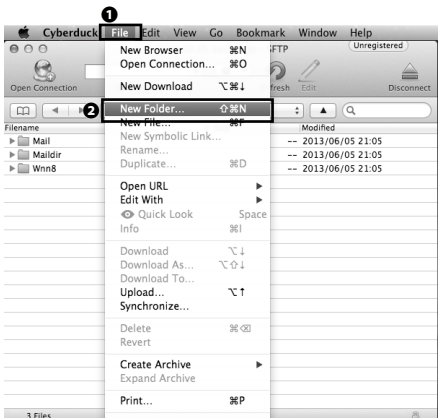
02
Welcome to the CNS

03
Websites for SFC

04
FAQ

05
Appendix

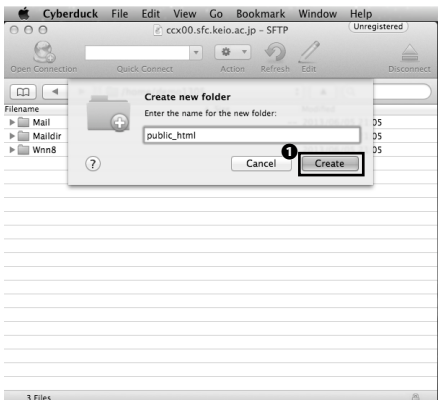
3 Procedure for Cyberduck



01

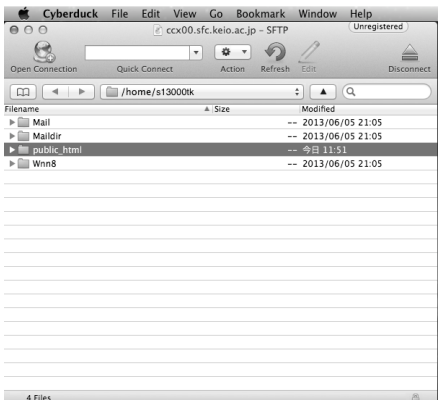
Start Cyberduck and connect to the CNS. Refer to [p.97 : 4 File transfer on OS X] to connect your PC with the CNS.

Choose 2 "New Folder" from 1 "File" from the menu at the top of the screen.



02

You will be asked to enter a name for the new folder, so enter "public_html" and click 1 "Create."



03

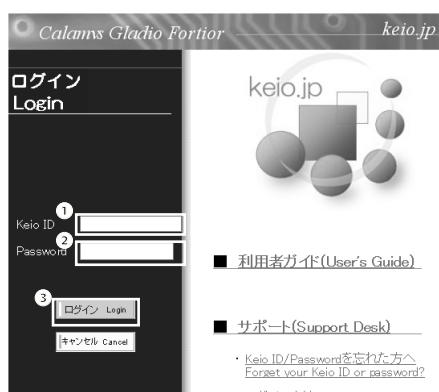
Drag files you want to open on the Web into "public_html" folder.



10 | Secure your PC

Installation of security software is the most simple way to protect a computer. This section provides you with the procedure to install the security software which Keio University provides to students. And also mentions about the information security and the security function of the OS.

1 Use ESET Endpoint Security (Windows)



01

Start a Web browser and open the URL below.

⇒ <http://keio.jp/>

Enter your keio.jp ID in ❶ "Keio ID," enter your keio.jp login password in ❷ "Password," and click ❸ "Login."

02

Click ❶ "Software Licensing Center" from the menu on the bottom of the page.





03

Click ❶ "ライセンス一覧" from the menu on the left side of the page.

ソフトウェア	ライセンスキー	有効期限	メディア	詳細
Mathematics for Students	利用許諾書への同意が必要	未同意	ダウンロード	表示
Backul Internet Mail (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
ESET (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
ChemBio (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
Amos 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
Amos 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
ArcGIS サポートサイト (2013年度用)	利用許諾書への同意が必要	未同意	詳細参照	表示

04

The menu shown on the left will be displayed on the right side of the page. First of all, you have to get the software license, so click ❶ "利用許諾書への同意が必要" for "ESET."

また、本ソフトウェアには以下の利用制限があります。

インストール対象となるマシン

- ・ 無償教育機関・管理
- ・ 個人所有 (自宅など)

インストール対象とならないマシン

- ・ 外部実装等 (無償非所有)

ライセンスキーを他人に譲渡したり、譲渡したしてはなりません。
不正な利用があったと判断した場合、訴訟の対象となる場合があります。

私は本利用許諾書と利用制限に同意の上、本ライセンスの利用を申請致します。
厳禁複製 ❶

05

Read the software license agreement carefully and if you can agree to it, click ❶ "同意する."

If you do not agree, you cannot use this software.

ソフトウェア	ライセンスキー	有効期限	メディア	詳細
Mathematics for Students	利用許諾書への同意が必要	未同意	ダウンロード	表示
Backul Internet Mail (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
ESET (2013年度用ライセンス)	利用許諾書への同意が必要	2014-03-31	ダウンロード	表示
ChemBio (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
Amos 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示

06

Next, go back to the license list and click ❶ "表示."

07

The important information is listed in ❶ "ライセンス情報" and you will use this information later, so do not close your window until you finish installation.

ESET (2013年度用ライセンス) 【同意済】

このソフトウェアに関する情報は、下のボタンから説明ページへ進みご確認ください。

[説明ページへ進む](#)

ライセンス情報は以下のとおりです。
(ライセンス認証やアップデート、サポートサイトへのログインに「ユーザー名(ログインID)」や「
[ライセンス情報1]」が「ユーザー名(ログインID)」, [ライセンス情報2]が「パスワード」となりま

❶

ライセンス情報1	[ライセンスキー有効期限] 2014
ライセンス情報2	
ライセンス情報3	利用許諾書を表示

下記は利用上の注意事項です。

1. 利用対象製品
ESET (Windows/Mac 対応製品)

ソフトウェア	ライセンスキー	有効期限	タイプ	詳細
Mathematica for Students	利用許諾書への同意が必要	未同意	ダウンロード	表示
BackUp Internet Mail (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
ESET (2013年度用ライセンス)	利用許諾書への同意が必要	2014-03-31	ダウンロード	表示
ChemRx (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
Amos 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示
SPSS 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	表示

08

Again go back to the license list and click ❶ "ダウンロード."

09

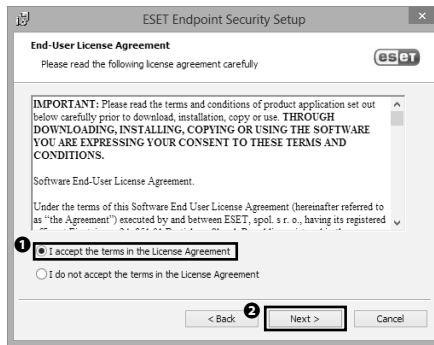
Choose appropriate software and click ❶ "Download."

セキュリティ対策製品 - Integrated Security Products -					
名称 Name	OS	日本語版		English	
		32bit	64bit	32bit	64bit
Internet Security	Windows	ダウンロード (51MB)	ダウンロード (57MB)	Download (66MB)	Download (72MB)
Security product	Windows	ダウンロード (234MB)		Download (58MB)	Download (62MB)
Security	Mac	ダウンロード (約102MB)		Download (50MB)	
アンチウィルス製品 - Anti-Virus Products -					
名称 Name	OS	日本語版		English	
		32bit	64bit	32bit	64bit
Antivirus	Windows	ダウンロード (45MB)	ダウンロード (50MB)	Download (60MB)	Download (66MB)



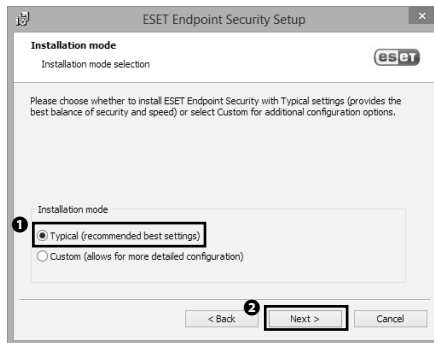
10

Open the file you just downloaded. Click ❶ "Next" to continue.



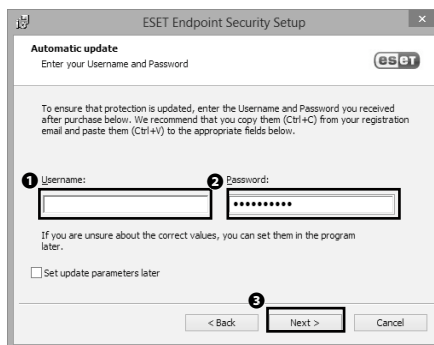
11

Setup wizard will be displayed, so read the license agreement carefully and check in ❶ "I accept the terms in the License Agreement" if you can agree to it. Then click ❷ "Next" to continue.



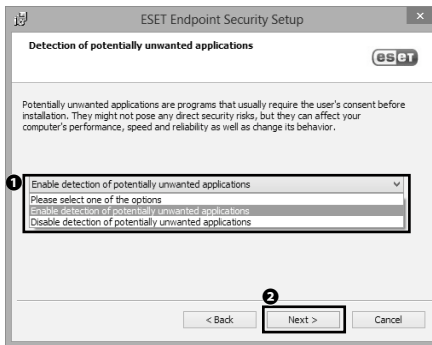
12

Confirm ❶ "Typical" is chosen for Installation mode, and click ❷ "Next."



13

Refer to [Step 07](#) and enter ライセンス情報 1 in ❶ "User-name," ライセンス情報 2 in ❷ "Password," and click ❸ "Next."



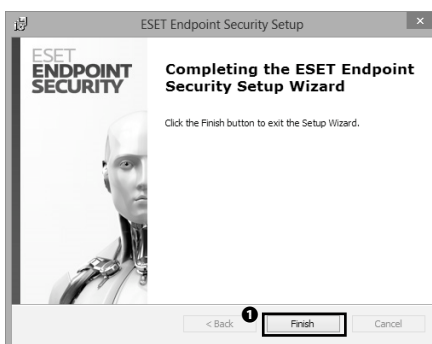
14

Choose **1** "Enable detection of potentially unwanted applications," and click **2** "Next."



15

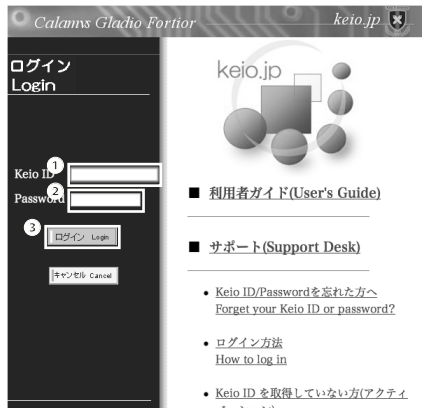
Click **1** "Install."



16

The procedure for installation of ESET Endpoint Security is completed.

2 Use ESET Cyber Security (OS X)



01

Start a Web browser and open the URL below.

⇒ <http://keio.jp/>

Enter your keio.jp ID in ❶ "Keio ID," enter your keio.jp login password in ❷ "Password," and click ❸ "Login."

during the following period.
4:00 a.m. - 5:00 a.m. (daily, for about 1 hour)

■ Applications

❶ Keio Mail(WebMail)	KOSMOS My Library
Software Licensing Center	Education Support System
On-Line Journal/DB	Grade Reports
Academic Affairs Web System	Web-Based Training Contents
Placement and Career Services System	Teacher-training course
Web Entry System	KLL Research Grant for Ph.D. Program
GraduateStudentResearchAchieveDB-iPonly	SDM e-Learning System
Keio Law School Additional Menu	Pre-Course Registration (KBS/LS)
Class Support	Econ GradTheses Repository

[Change Password](#)

02

Click ❶ "Software Licensing Center" from the menu on the bottom of the page.



03

Click ❶ "ライセンス一覧" from the menu on the left side of the page.

ソフトウェア	ライセンスキー	有効期限	メディア	詳細
Mathematics for Students	(利用許諾書への同意が必要)	未同意	ダウンロード	(表示)
Becky! Internet Mail (2013年度用ライセンス)	(利用許諾書への同意が必要)	未同意	ダウンロード	(表示)
ESET (2013年度用ライセンス)		2014-03-31	ダウンロード	(表示)
ChemBio (2013年度用ライセンス)	(利用許諾書への同意が必要)	未同意	ダウンロード	(表示)
SPSS 20 (2013年度用ライセンス)	(利用許諾書への同意が必要)	未同意	ダウンロード	(表示)
Amos 20 (2013年度用ライセンス)	(利用許諾書への同意が必要)	未同意	ダウンロード	(表示)

08

Again go back to the license list and click ❶ "ダウンロード."

KEIO HOME

慶應義塾 ITC本部
Keio University Information Technology Center

ESET products

インストールプログラム ダウンロードページ - Install Program Download Page -

統合セキュリティ対策製品 - Integrated Security Products -					
ソフトウェア名称 Product Name	OS	日本語版		English	
		32bit	64bit	32bit	64bit
ESET Endpoint Security	Windows	ダウンロード (51MB)	ダウンロード (57MB)	Download (60MB)	Download (72MB)
ESET Smart Security (旧製品/previous product)	Windows	ダウンロード (234MB)		Download (58MB)	Download (62MB)
ESET Cybersecurity	Mac	ダウンロード (81109MB)		Download (50MB)	

アンチウイルス製品 - Anti-Virus Products -					
ソフトウェア名称 Product Name	OS	日本語版		English	
		32bit	64bit	32bit	64bit
ESET Endpoint Antivirus	Windows	ダウンロード (45MB)	ダウンロード (50MB)	Download (60MB)	Download (66MB)
	Windows	ダウンロード (234MB)		Download (53MB)	Download (57MB)

Download from 10.8.7.123

09

Click ❶ "Download."



10

Open the file you just downloaded. Double click ❶ "Install."



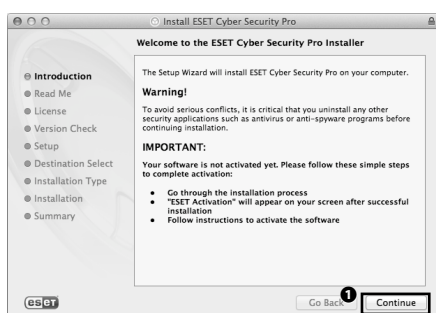
11

If a warning window like shown on the left is displayed, click ❶ "Open" to continue.



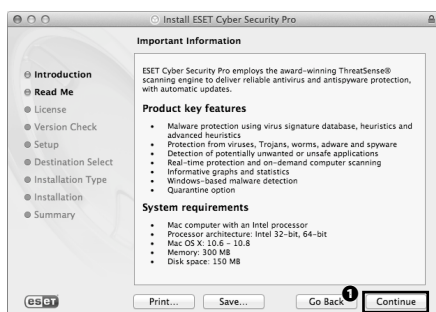
12

Click ❶ "Continue."



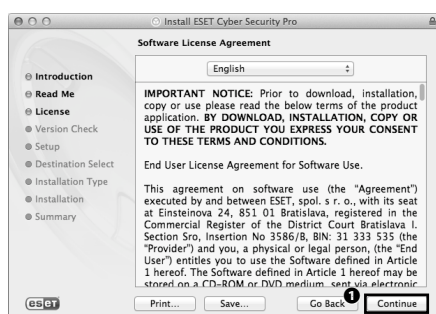
13

Read caution carefully and click ❶ "Continue."



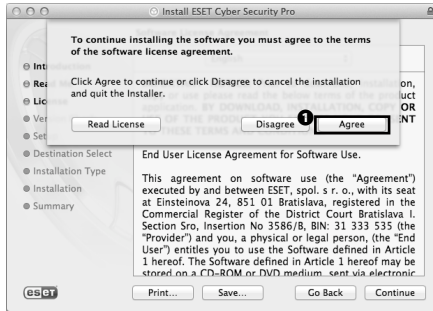
14

Click ❶ "Continue."



15

Read software the license agreement carefully and click ❶ "Continue."



16

If you agree to the software license agreement, click **1** "Agree." If you do not agree, you cannot use the software.



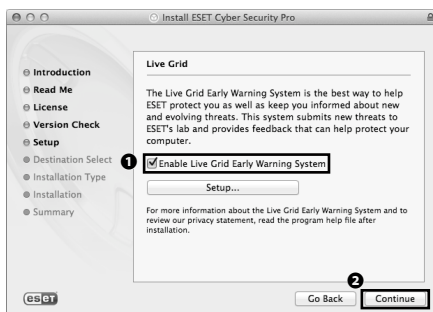
17

Click **1** "Continue."



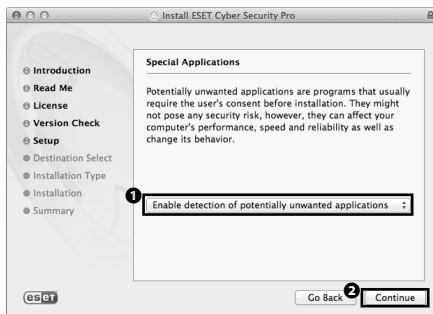
18

Choose **1** "Typical" for Installation mode and click **2** "Continue."



19

Check in **1** "Enable Live Grid Early Warning System," and click **2** "Continue."



20

Choose **1** "Enable detection of potentially unwanted applications" and click **2** "Continue."



21

Click **1** "Install."

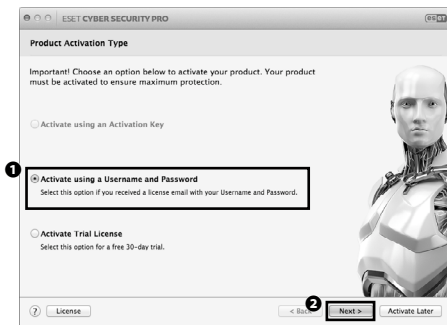


22

You will be asked to enter password, so enter password for Mac OS X account in **1** "Password" and click **2** "Install Software."

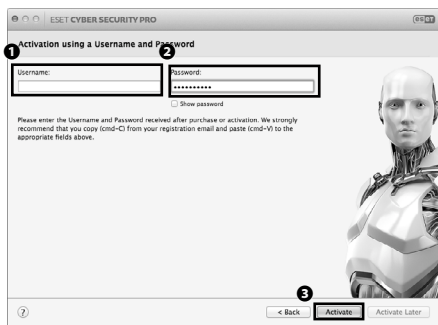
23

The activation window will be displayed, so choose **1** "Activate using a Username and Password" and click **2** "Next."



24

Refer to [Step 07](#) and enter ライセンス情報 1 in **1** "Username," ライセンス情報 2 in **2** "Password," and click **3** "Activate."



Installation and activation of ESET Cyber Security are completed.

3 Importance of software update

Software developers sometimes distribute software updates to fix bugs and vulnerabilities. For example, Windows Update for Windows and Software Update for OS X are examples of such systems. Other software also has similar functions in many cases.

Software updates are crucial for information security. In the case of exploit code being discovered, software updates are often available immediately to patch these errors. If you do not immediately update your software, the risk of harming your personal data and hardware is extremely high. While such updates are often applied automatically, in many cases these software updates ask for permission before installing. Even though it may be troublesome, whenever you are asked to update your software, do so immediately.

4 Threats on the Web

Today many kinds of machines use the Internet for general use. The most notable invention related to the Internet is the WWW (World Wide Web). The WWW is called the Web, which has become essential to our life. This guide provides you with information on security software. However, such software is not perfect. Security software is weak in protecting against threats from the Web.

For example malicious third parties can design sites that load unapproved software without your knowledge. These can also redirect you to illegal and malicious third party pages without your knowledge. These sites are extremely difficult for security software installed on your computer to detect. It is very possible that one of the pages you visit today has some vulnerabilities. To protect yourself from these threats, do not access to unreliable webpages and be aware of what protection capabilities your Web browser may have. Use the Web with a clear awareness of the dangers that exist.



2

Welcome to the CNS

- 1 | About the Consultants..... 118
- 2 | Services which require application 122
- 3 | Rules for using equipment installed on campus..... 124



1 | About Consultants

This section provides you with more about the Consultants at the Media Center which support the services on the CNS as well as the usage of facilities and equipment at SFC.

1 About the CNS Consultants

The CNS Consultants provide you with service such as lending laptop PCs, DVD drives and Wireless LAN cards, and also giving advice on troubles related to PCs.

Inquiries are accepted from 9:20 to 22:30 on weekdays. It is not available on Saturdays, Sundays, national holidays and long vacations. The desk is on the first floor of the Media Center. When the opening hours for Media Center change due to natural disasters or events, the opening hours for the CNS Consultants may also change.

For more information on the CNS Consultants, refer to the website below.

⇒ <http://cnscon.sfc.keio.ac.jp/>

For more information on Media Center's schedule, refer to the website below.

⇒ <http://www.sfc.lib.keio.ac.jp/eng/>

CNS Consultants desk

Location	Website	Opening hours
1st floor of Media Center	http://cnscon.sfc.keio.ac.jp/eng/	Weekdays 9:20-22:30 Closed Saturdays, Sundays, national holidays and during long vacations.

2 Lending equipment from the CNS Consultants desk

In order to borrow equipment from the CNS Consultants, you have to read carefully and comply with the rules stated on the IOU . When you borrow or return equipment, you have to present your student ID card (Campus Card for staff). Unless you present your card, you will neither be able to borrow nor return equipment.

Furthermore, when you borrow or return equipment, you need to come to the CNS Consultants desk in person. You cannot have an agent. For more information on lending equipment, inquire of the CNS Consultant desk.

The equipment for lending is shown on the next.

A kind of equipment	Model	Note
Laptop PC	Panasonic CF-B11	CD,DVD-ROM,BD readable
	Apple Macbook Pro 13inch	CD, DVD-R • RW writable
DVD Drive	BUFFALO BRXL-CSP16U2	Connectable with USB2.0
		CD, DVD-ROM,BD readable
		CD,DVD-R • RW,BD writable
Wireless LAN card	BUFFALO WLI-PCM-L11	PC card Type II IEEE802.11b

(as of September 2013)

3 About AV Consultant

AV Consultant provides you services such as lending video cameras, still cameras and related equipment for research, educational and learning purposes. The desk is on the first floor of Media Center.

Lending period: You can borrow equipment for 4 days and 3 nights for SFC students, and 8 days and 7 nights for staff. For the equipment which is for the exclusive use of the campus, such as remote controllers for BD/DVD players and pen tablets, you have to return it on the same day.

Borrowing procedure: You have to fill in the "IOU for AV equipment" at the AV Consultant desk, and present your student ID card (Campus Card for staff). AV consultant will check equipment and lend it to you.

Returning procedure: You have to return equipment to the AV Consultant desk before due date. You need to present your card when you return equipment. AV consultant will check equipment and you need to sign the "IOU for AV equipment" to confirm its returning.

caution

- You have to read carefully and comply with the "IOU for AV equipment."
⇒ <http://www.sfc.lib.keio.ac.jp/general/kisoku.html>
- The lending period will be shortened prior to the closing of Media Center due to Summer and Winter holidays. It may also change due to the academic calendar.
- Unless you present your card, you will not be able to borrow any equipment.
- One student can borrow one equipment except for specific equipment.
- If you want to borrow additional equipment, it's needed to edit the IOU for AV equipment you have borrowed. Please come to the AV consultant desk. Return date will be the same day with the first equipment you have borrowed.
- You cannot reserve equipment in advance.
- You must return equipment in person.
- You cannot lend equipment to a third party. If you are using equipment in groups of people, the borrower must take full responsibility for equipment until it is returned.
- The lending period cannot be extended. If you wish to borrow equipment again, you need to take the borrowing procedure again.
- If you lose or damage equipment, please come to the AV Consultant desk immediately.
- If you lose or damage equipment, you will have to replace it with identical equipment or pay for the cost of replacement or repair.
- If you delay in returning equipment, or are found to have problems in handling of equipment, your eligibility to borrow AV equipment may be temporarily suspended.

Location	Website	Opening hours
1st floor at Media Center	http://www.sfc.lib.keio.ac.jp/general/avcir.html http://avcon.sfc.keio.ac.jp/web/	During Semester 9:15 - 22:30 (Weekdays) 9:15 - 18:30 (Saturday) During long holidays 9:15 - 17:30 (Weekdays) 9:15 - 15:30 (Saturday) The desk is closed on Saturdays 11:30~12:30.

4 Available AV equipment

AV equipment Type	Type
Video camera	SONY HXR-NX70J
	SONY VX2100
	Panasonic DVX100A
	Panasonic AG-AC130A
	COWVOV, iVIS, HFG20
Digital still camera	SONY SLT-A65VK
Digital recorder	SONY PCM-M10
Others	Video Light , Tripods , Headphone, Cable
3D Printer	iGUAZU 3D printer Cube

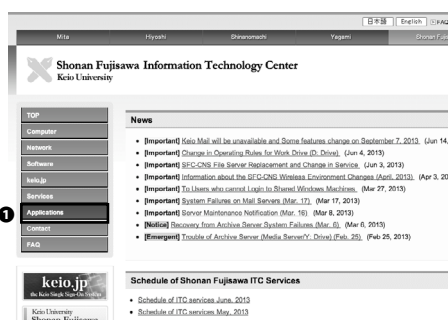
(as of September 2013)



2 | Services which require application

This section provides you with the information on the CNS services which require the application, and the software which licenses can be issued of.

1 Services which require application forms



01

In order to use specific network services with the CNS, you need to submit the application forms.

Access to the ITC website and click ❶ "Applications" from the menu on the left side.

⇒ <http://www.sfc.itc.keio.ac.jp/>

Select the service you would like to apply, and download application sheet. Then, fill in the sheet and submit to the ITC office. Also, some applications are available to submit on the Web.

The services which require application are listed below:

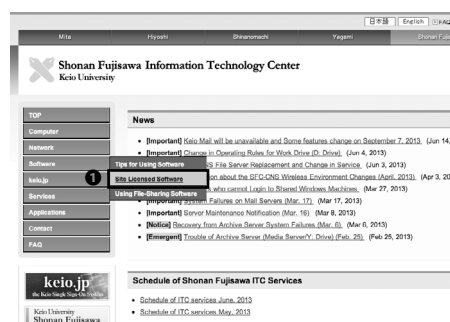
Name of service:	Eligibility:	Note:
Application for using of outside SMTP Server	Students, Staff	You can send e-mails from the network inside the campus via mail server of outside of the campus.
Application for P2P file Sharing	Staff (Responsible Parties)	You can use file sharing software inside the university campus for research purposes.
Application for CNS Mailing List	Staff only	You can create mailing list which can be used for "circle" activities (university clubs and societies) and lectures.
Application for CNS Shared Workspaces	Staff only	You can use shared workspace on CNS.
Application for renting Remote Conference System	Staff only	You can use the video meeting system which can be used for remote meetings, lectures, and events.
Application for connecting devices to CNS	Full time staff only	You can connect devices to CNS, and obtain host name and unchanging IP address.
Application for sub-domain	Full time staff only	You can obtain the sub-domain using for laboratory.
Application for sub-net	Full time staff only	You can obtain the specific sub-net for laboratory.

2 Site licensed software

Keio University and SFC offer a variety of site licensed software to students. Students and staff can use the software as long as he/she has membership in Keio University. For some software, you can submit the application online, and for others you need to fill in the application sheet, submit it to the ITC office and install software there. Available site licensed software are listed below.

Name of Software	Description	Persons who can install the software
LabVIEW	Graphical programming environment	Students (for only education purpose)
JMP	Statistical analysis	Staff, students
Mathematica	Technical calculation software	Staff, students
SAS	Statistical analysis	Staff, students
SPSS	Statistical analysis, Data mining software	Staff, students
Amos	Analysis of covariance structure software	Staff, students
Microsoft Software	Office, Windows OS (upgrade)	Staff
Becky! Internet Mail	Mail software	Staff, students
FAME	Management/Analysis software	Staff, students
MATLAB	Analysis software	Staff
ChemBioOffice	Chemistry-oriented analytical software	Staff, students
ESET Endpoint Security / ESET Cyber Security	Security software	Staff, students
ArcGIS	Geographical Information software	Staff, students

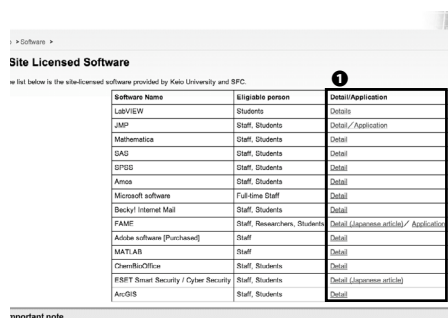
(as of September 2013)



01

Access to the ITC website and click ❶ "Site Licensed Software" from the menu on the left side.

⇒ <http://www.sfc.itc.keio.ac.jp/>



02

Select the service you would like to apply for, and click

❶ "Detail."

You just need to follow the instructions provided for each software.

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3 | Rules for using equipment installed on campus

The equipment installed on campus is shared with multiple users. All users have to treat the equipment carefully.

The CNS and equipment related to it is used by over 6000 users. Computers and networks are public resources for all users. We have listed some important rules of using the equipment below. Refrain from conducting any activities which could cause inconvenient situations to other users. For more information, refer to [p.152 : 1 | Internal Rules for Using SFC-CNS]

1 Do not eat or drink

Computers and other equipment are delicate, meaning that eating and drinking are strictly prohibited. Do not place foods, drinks, and wet umbrellas, clothes, or baggage near the public computers.

2 Do not occupy needlessly

There are the only limited number of computers in the campus. Do not occupy the public computers for a long time without necessity because it causes other user inconvenience.

3 You must logout when you leave

Logout of the public computer when you leave it. Otherwise, your the CNS account is exposed to illegal use. To protect not only yourself but also the CNS networks, make it sure that you logout the public computer when you leave it.

Tips

About the CNS Consultants

The CNS Consultants respond to various questions related to PCs and the CNS. If you have any troubles with PCs and the CNS services, please come to the CNS Consultants desk.

However, regarding questions related to the lectures, please ask TA / SA or teaching staff.

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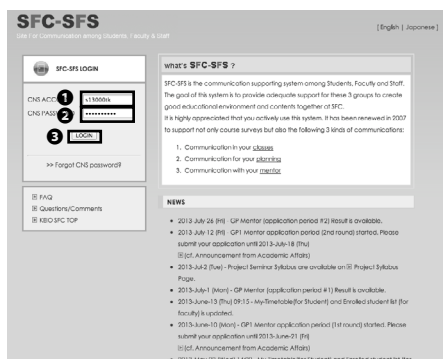
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1 | Using SFC-SFS

SFC-SFS is an abbreviation for Site for Communication among Students, Faculty and Staff. This system supports communication among students, faculty and staffs. Syllabi are provided for more information about courses and seminars.

1 SFC-SFS

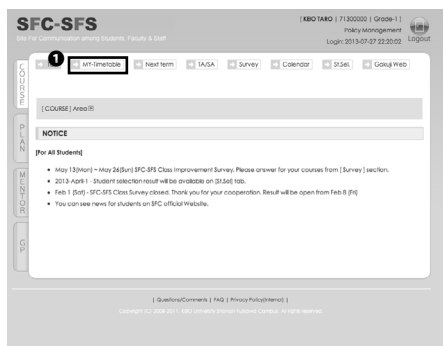


01

Start a Web browser and access to the login page for "SFC-SFS."

⇒ <https://vu8.sfc.keio.ac.jp/sfc-sfs/>

Enter your CNS login name in ❶ "CNS ACCOUNT" and CNS login password in ❷ "CNS PASSWORD," and click ❸ "LOGIN."



02

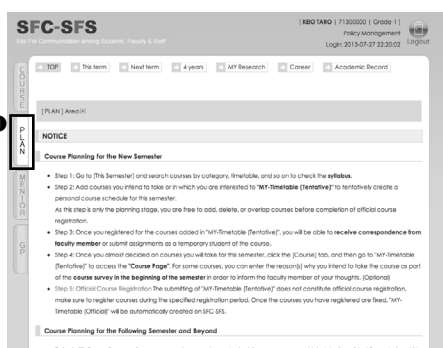
The details of the lectures you are taking are given in ❶ "MY-Timetable."



03

You can view the details of each course you are taking, by clicking the name of the course in [Step 02](#).

On this page, you can check, download lecture materials, assignments, and apply for "zan-ryu."



04

On the ❶ "PLAN" page, you can make a plan for taking lectures for the current and coming semesters.

After the publication of the results, your plans will be displayed with the time-table form.

You can search for available courses by clicking gaps in your time-table.

01
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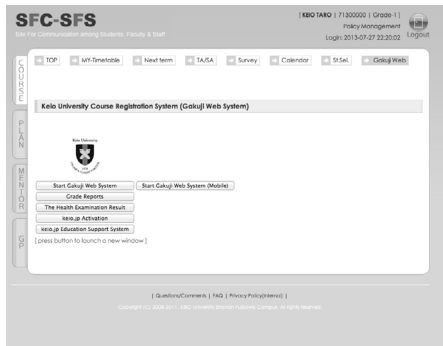
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2 Other services



You can access to the "Keio University Course Registration System" and activate keio.jp account from SFC-SFS. In "Keio University Course Registration System," you can get information about canceled lectures and supplementary lectures. You can also check your Grade Reports from "Keio University Course Registration System."

For students belonging to the Faculty of Nursing and Medical care, refer to the URL below.

⇒ <http://vu9.sfc.keio.ac.jp/sfc-sfs-nmc/>

For students belonging to the Graduate School of Health Management, refer to the URL below.

⇒ <http://vu9.sfc.keio.ac.jp/sfc-sfs-hm/>



2 | Using keio.jp

keio.jp is an alias for a common authentication system used in Keio University. You can use various services such as obtaining licenses of software and accessing to databases. You can find information about canceled lectures and supplementary lectures on "keio.jp" as well as SFC-SFS.

1 Obtaining licenses of software

Academic Affairs Web System Daily Maintenance
Due to daily maintenance, Academic Affairs Web System is unavailable during the following period.
4:00 a.m. - 5:00 a.m. (daily, for about 1 hour)

■ Applications

Keio Mail(WebMail)	KOSMOS My Library
Software Licensing Center	Education Support System
On-Line Journal/DB	Grade Reports
Academic Affairs Web System	Web-Based Training Contents
Placement and Career Services System	The Health Examination Result
Teacher-training course	Web Entry System
KLL Research Grant for Ph.D. Program	GraduateStudentResearchAchieveDB-jPonly
SDM e-Learning System	Keio Law School Additional Menu
Pre-Course Registration (KBS/LS)	Class Support

01

Start a Web browser and open the URL below.

⇒ <http://keio.jp/>

Rest of the procedure is explained on [p.103 : 10 | Secure your PC] with installation procedure of ESET Endpoint Security / Cyber Security.

02

You can obtain licenses from the page shown on the left.

ソフトウェア	ライセンスキー	有効期限	メディア	詳細
Mathematics for Students	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
Becky! Internet Mail (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
ESET (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
ChemBio (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
SPSS 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
Amos 20 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
SPSS 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
Amos 21 (2013年度用ライセンス)	利用許諾書への同意が必要	未同意	ダウンロード	(表示)
ArcGIS サポートサイト (2013年度用)	利用許諾書への同意が必要	未同意	詳細参照	(表示)



3 | Other sites

Introduce the websites related to SFC.

SFC Global Campus

We take videos of specific lectures and share them on global campus system on the Web. This website aims to support external learners.

⇒ <http://gc.sfc.keio.ac.jp/>

Wellness System

This website provides you with various functions on physical education classes. You can reserve P.E. lectures from this website.

⇒ <https://wellness.sfc.keio.ac.jp/v3/>

Shonan Fujisawa Media Center

On this website, you can check information such as opening hours and notification of events in Shonan Fujisawa Media Center.

⇒ <http://www.sfc.lib.keio.ac.jp/eng/>

KOSMOS

This website is a common system in Keio University. You can search the materials stocked in Media Center and check your record of borrowing.

⇒ <http://kosmos.lib.keio.ac.jp/>

Course Syllabi

This website provides you with the information on syllabi of normal lectures.

⇒ http://vu8.sfc.keio.ac.jp/course_u/

Seminar Syllabi

This website provides you with the information on syllabi of seminars.

⇒ <http://vu.sfc.keio.ac.jp/project/>



4 | Changing / Checking passwords

Introduce the webpages for changing / checking passwords related to the CNS / Keio services.

CNS login password

⇒ <https://itcsecure.sfc.keio.ac.jp/accounts/login/>

IMAP / SMTP-AUTH password

⇒ <https://itcsecure.sfc.keio.ac.jp/form/mailsetup/>

CNS IPP password

⇒ <https://itcsecure.sfc.keio.ac.jp/ipp/>

Personal webpage database password

⇒ <https://itcsecure.sfc.keio.ac.jp/db/>

keio.jp login password

⇒ <http://keio.jp/>

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1 | Problems connecting to the Wireless LAN

Tips for trouble shooting for Wireless LAN connecting.

1 Check ON / OFF for Wireless LAN

Most kinds of PCs are equipped with a function that controls on/off for the Wireless LAN connecting. Some device models have a physical switch. Make sure that the switch is "ON."

2 Reconfiguration profile for Wireless LAN

If your device cannot connect to Wireless LAN though the switch for Wireless LAN is ON, it is possible that there is something wrong with the configuration for Wireless LAN. In such cases, the problem may be solved by reconfiguring for Wireless LAN.



2 | Unable to send / receive e-mails

This section provides you with what you can do when you have troubles for sending / receiving e-mails.

1 Make sure that you are sending to the correct e-mail address

Whenever you send e-mail to nonexistent e-mail address, you will receive "Mail Delivery Failed" mail. In this case, check if you are sending to the correct address. Also, whenever you cannot receive e-mail, make sure that your fellow is sending to the correct address. Furthermore, when your intended recipient does not receive your e-mail even though you do not receive "Mail Delivery Failed" mail, check if you are sending to the correct address as well.

2 Make sure that e-mail account configuration is correct

Your e-mail account configuration has something set incorrectly. Refer to [p.40 : 5 | Using the CNS mail account] and make sure that there are no mistakes in e-mail account configuration.

3 Other cases

If there are other cases which seems to be difficult to solve by yourself, inquire of the CNS Consultants desk or the ITC office.



3 | Problems about the CNS printer

Tips for trouble shooting for the use of the CNS printer.

1 Confirm configuration

Many troubles with printing occur due to incorrect configuration. Refer to [p.56 : 6 | Using the CNS printers] and make it sure that there are no mistakes in configuration.

2 Printing does not start though the print job is displayed via the touch panel

It sometimes takes several minutes to print files with large size. If so, try to change the file format or minimize the file size.



4 | Losing your password

This section provides you what you should do when you forget your password.

The inquiry destinations for passwords are listed below. If you cannot acquire enough information from the list below, inquire of the CNS Consultants desk.

Password	Inquire
CNS login password	Go to the ITC office with your student ID card.
IMAP/SMTP-AUTH password	Issue new password from https://itcsecure.sfc.keio.ac.jp/form/mailsetup/
CNS IPP password	Confirm password from https://itcsecure.sfc.keio.ac.jp/ipp/
Personal webpage database password	Confirm password from https://itcsecure.sfc.keio.ac.jp/db/
keio.jp login password	Submit the application sheet to the ITC office.

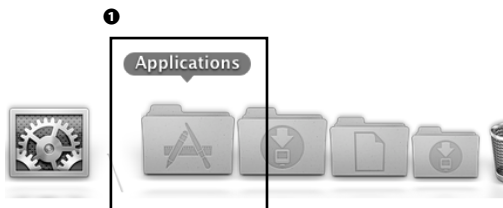


5 | Troubles with Macintosh workstations on campus

This section provides you with information on the utility tools for trouble shooting on Macintosh installed on campus.

1 How to use CNS Tool

You can activate CNS Tool from **2** "CNS_Tool" in **1** "Applications." The following subsections will describe each utility of CNS Tool.



2 Change CNS login password



01

From CNS Tool, you can easily access to the webpage for changing the CNS login password.

Click **1** "Change CNS login password.app."

CNSログインパスワードの変更
(Changing your CNS login password)

CNSログインパスワード変更を行うページです。
You are change CNS login password on this page.

1	ログイン名 (Login Name)	パスワードの強さ (Strength of password)	2
	現在のパスワード (Current Password)		
	新しいパスワード (New Password)		
	新しいパスワードの確認 (Confirm New Password)		
3	パスワードの変更 (Change Password)		

02

A Web browser will start and the webpage "Changing your CNS login password" will be displayed.

Fill in the blanks surrounded by ❶ thick lines and confirm that ❷ "Strength of password" is "Strong." Then click ❸ "Change."

CNSログインパスワードの変更 (Changing your CNS login password)

パスワードが変更されました。

Your password successfully changed.

[ITCのトップページへ](#) | [SFCはフィッセルWebサイト](#) | [慶應義塾 湘南藤沢ITC](#)

03

If your change is success, the window shown on the left is displayed.

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3 Coping with activation trouble for Thunderbird

On Macintosh installed on campus, you sometimes get alert that says "it is already activated," and you cannot start your Thunderbird. You can cope with these problems by deleting the lock file.



01

Click ❶ "Unlock Firefox Thunderbird.app."

02

Click ❶ "OK."



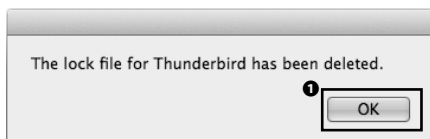
03

Click ❶ "Thunderbird."



04

Click ❶ "OK" to finish deleting the lock file.



4 Initialize Your Macintosh installed on campus

When vital trouble has occurred on Macintosh installed on campus, you can cope with troubles by formatting your Macintosh installed on campus.

By resetting, all of your files except listed ones will be removed and therefore you have to be careful.

- Contents of "Desktop" folder.
- Contents of "Document" folder.
- Contents of "Music" folder.
- Contents of "Picture" folder.
- Bookmarks for Firefox and Safari.

Moreover, all files removed by resetting will be moved into the "Previous_CNSiMac" folder created on desktop.

If you have used CNS Tool and reset Macintosh installed on campus before, "Previous_CNSiMac" will be overwritten. Therefore you have to be careful.



01

Click ❶ "Renew CNSiMac.app."

02

Read the warning written on the introduction part of this subsection and if there is nothing wrong with it, click ❶ "Yes."

03

The Macintosh installed on campus will format when you next login.

Click ❶ "OK" to finish.



6 | Configuring the CNS mail account

This section provides you with the webpage of various e-mail settings.

You can configure your CNS mail account for those listed below in the webpage "mailsetup."

- Configuring mail forwarding
- Changing the IMAP/SMTP-AUTH password
- Configuring automatic SPAM sorting

1 Use "mailsetup" page

01

Start a Web browser and open the URL below.

⇒ <https://itcsecure.sfc.keio.ac.jp/form/mailsetup/>

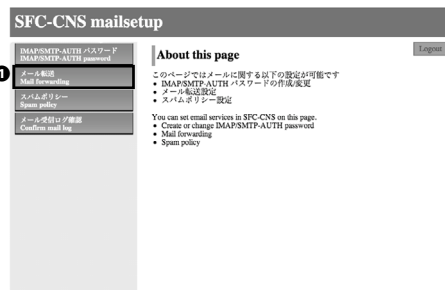
Fill in your CNS login name and CNS login password to login.

02

The menu will appear on the left side of the page.

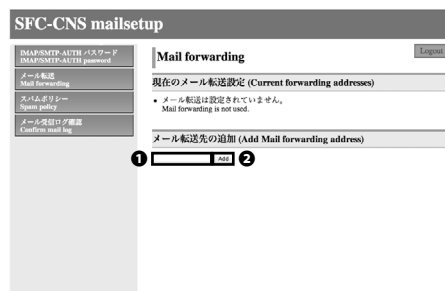
2 Configuring mail forwarding

You can forward all e-mails received at the CNS mail account to other e-mail account. However, you cannot configure details such as forward conditions.



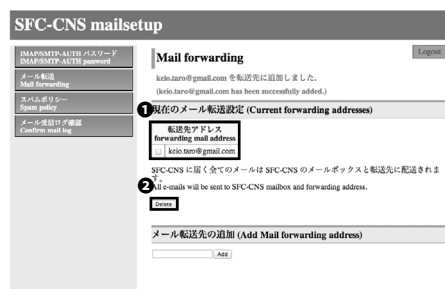
01

Click **1** "Mail forwarding" from the menu on the left side of the "mailsetup" page.



02

Enter your forwarding destination in **1** "Add Mail forwarding address" form, and click **2** "Add."



03

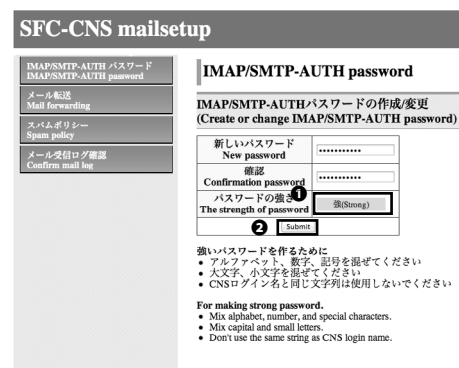
Make it sure that the address is added in the "Current forwarding addresses." When you want to stop forwarding, you can delete forwarding address by putting check on **1** and then click **2** "Delete."

3 Changing the IMAP/SMTP-AUTH password



01

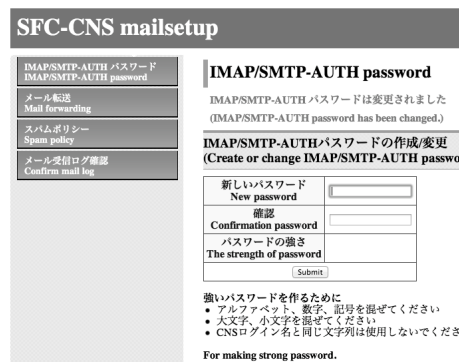
Changing the IMAP/SMTP-AUTH password.



02

Enter new password in "New password" form. Make sure that

- ① "The strength of password" is "Strong," and then click
- ② "Submit."

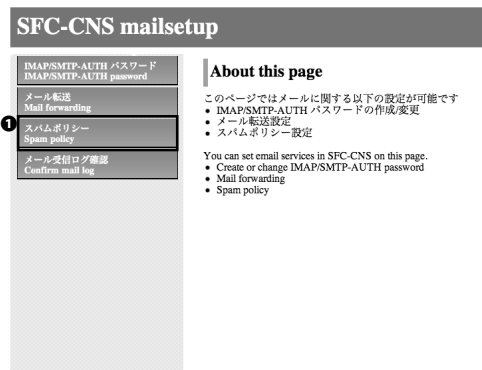


03

The procedure for changing the IMAP/SMTP-AUTH password is completed.

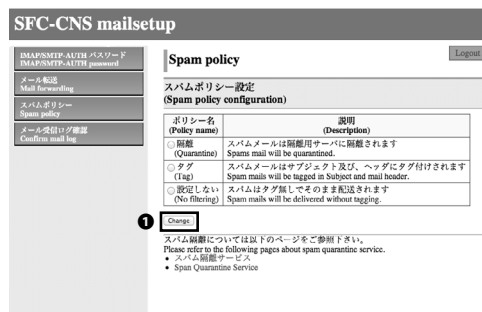
4 Quaranting and tagging SPAM e-mails

By configuring, you can cope with all e-mails recognized as SPAM before you receive them. In Spam policy configuration, you can select from "Quarantine," "Tag," and "No filtering." If you select "Quarantine," all e-mails recognized as SPAM are saved on the server for quarantine. If you select "Tag," they are tagged in Subject and mail header.



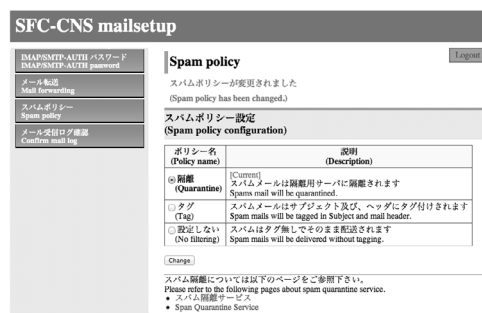
01

Click ❶ "Spam policy" from the menu on the left side of the "mailsetup" page.



02

Select spam policy you would like to configure, and click ❶ "Change."



03

Confirm the name of selected policy is shown in bold letters, and [Current] letters are shown with the description of it. That is all procedures for configuring spam policy.



7 | Viewing contents restricted to the internal campus

Some contents can be viewed only from inside the campus. One of the ways of viewing these contents out from the campus is to use VPN. This section provides you with information on the easiest way, Web VPN.

01

Start a Web browser and open the URL below.

⇒ <https://vpn1.sfc.keio.ac.jp/>

Fill in your CNS login name and CNS login password to login.

ログイン: Login

CNSのログイン名・ログインパスワードを入力して下さい。
(Please enter your CNS login name and CNS login password.)

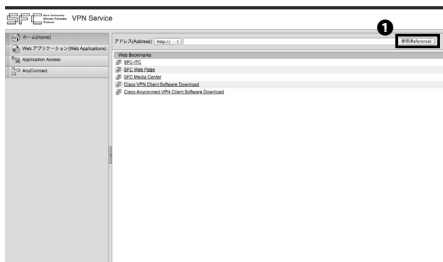
CSN ログイン名(CNS login name):

CNS ログインパスワード(CNS login password):

02

Enter the URL you would like to view and click **1** "Reference."

By viewing through VPN, you can view contents as well as viewing them inside the campus.



Tips

The online application for “zan-ryu”

Overnight study is known as “zan-ryu.” This requires an application.

Apply on SFC-SFS.

The procedure is

1. Open SFC-SFS
2. Click the lecture name that you are taking.
3. Click the button " オンライン残留届け " on the top of the page.
4. Enter the reason why you have to do “zan-ryu”.
5. Have a good night at SFC.

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1 | Internal Rules for Using SFC-CNS

When you use SFC-CNS services, you need to follow the rules listed below.

- I. SFC-CNS users acknowledge that the SFC-CNS is a network for academic purposes.
- II. Individuals using the network for non-educational or non-research purposes, such as any examples listed below, may have their SFC-CNS accounts canceled or temporarily suspended. Users should understand that such cancellation or suspension could result in the inability to earn course credits or other significant disadvantages.
 - a. Profit making activities
 - b. Actions or activities that violate public order and decency
 - c. Actions or activities that invade the privacy of others
 - d. Actions or activities that interfere with the normal operation of the network
 - e. Actions or activities that infringe on copyrights or other intellectual property rights
 - f. Actions or activities which could damage the reputation of Keio University
 - g. Other actions or activities that violate laws and regulations or rules of Keio University
- III. Individuals found to be operating devices that could interfere with the normal operation of the network may have their access to SFC-CNS terminated.
- IV. These rules may be revised at any time. Revised rules shall take precedence over previous versions
- V. The Shonan Fujisawa Campus shall issue SFC-CNS accounts only to persons agreeing to abide by these rules.



2 | SFC CNS GUIDE copyright

This section provides you with the secondary use of contents of CNS GUIDE.

1 Policy

The SFC-CNS environment is built through the use of many free and open-source software, documents, and public domain works.

To repay for the benefits owed, SFC CNS GUIDE has the policies below. It is our intention to contribute to society through the reuse of this guide.

- Copy, translation, corruption, adjustment, and citation of this guide are allowed as long as "Rules of redistribution" written below are complied.
- Print, distribution, and sell of this guide are allowed as long as "Rules for redistribution" written below are complied.
- Applicants can obtain this guide by electronic media. Order is available on e-mail (cns-guide-req@sfc.keio.ac.jp).

2 Rules for redistribution

When you redistribute SFC CNS GUIDE, you must comply the following two points.

- State your source clearly.
- State clearly that the SFC CNS GUIDE is free and accessible to general public.

We do not respond to any inquiries from outside of Keio University Shonan Fujisawa Campus regarding SFC CNS GUIDE.

Furthermore, we do not actively supplement or amend this guide for users outside of the university campus.



3 | Campus facility

Information on the CNS terminals located in the Media Center and PC rooms, such as available time, purpose of the installation or details of the equipment is listed below.

Media Center

Media Center is open from 9:15 through 23:00 on weekdays and from 9:15 through 19:00 on Saturday. Media Center is closed on Sundays and National holidays. Opening hours may change during long vacations. Check the website (<http://www.sfc.lib.keio.ac.jp/eng/>) for up to date information. Media Center contains computers, printers and AV equipment. You can copy and edit VHSs and DVDs.

Location	Purpose	Model	No. of units	Name
Open Area	One Stop	HP Compag Pro 6300 (Windows 7)	5	mcsupc01-05
	Scanning Only	HP Compag Pro 6300 (Windows 7)	4	mcvspc01-04
	Movie Editing	Mac Pro (OS X 10.8)	11	mchdmac01-11
	Music Editing	iMac (OS X 10.8)	7	mcdamac01-07
	General Use	DELL PRECISION T3600 (Windows 7)	2	mcws01-02
		iMac 21.5 inch (OS X 10.8)	4	mczmac01-04
		iMac 27 inch (Mac OS X 10.7)	13	mcmac01-13
	Color Printer	RICOH IPSiO SP C820	2	colorprn
	Monochrome Printer	RICOH IPSiO SP8200	2	monoprn

(as of September 2013)

PC rooms

PC Rooms are available 24-hours a day except those hours used for lectures. However, all rooms will be closed during specified days.

You need your student ID card to enter PC rooms. If you do not have your student ID card with you, you cannot use these rooms. Also, if you wish to use PC rooms between 23:00 and 8:00 on following day, you need to submit the "Online Zan-ryu" notice before you use the room.

Location	Purpose	Model	No. of units	Name
κ 18	General Use	iMac (OS X 10.8)	40	zmac000-039
		RICOH IPSiO SP8200	1	monoprn
ε 17		iMac (OS X 10.8)	40	zmac040-079
		RICOH IPSiO SP8200	1	monoprn
ι 18		iMac (OS X 10.8)	40	zmac080-119
		RICOH IPSiO SP8200	1	monoprn
ο 17		iMac (OS X 10.8)	40	zmac120-159
		RICOH IPSiO SP8200	1	monoprn
λ 11	2D CG 3D CG CAD	DELL PRECISION T3600 (Windows 7)	45	ws00-44
		RICOH IPSiO SP8200	1	monoprn
		RICOH IPSiO SP C820	1	colorprn
λ 18	Movie Editing	Mac Pro (OS X 10.8)	40	hdmac00-39
		RICOH IPSiO SP8200	1	monoprn
λ 21	Music Editing	iMac (OS X 10.8)	40	damac00-39
		RICOH IPSiO SP C820	1	colorprn

(as of September 2013)



4 | Copyright information

This section gives you advice on handling copyrighted works.

1 Handle copyrighted work properly

Releasing music and movies using file sharing software without prior consent, and illegal duplication of application is prohibited by law. Whenever you offend the law, we may suspend your CNS account due to [p.152 : 1 | Internal Rules for Using SFC-CNS]. In this case, you may also be disciplined by the Internal Rules Keio University uses.

2 Cautions against use of file sharing software

Today illegal sharing of software, music, and movies by file sharing software (such as Winny, Share, LimeWire, Cabos) has become a social problem. Depend on purpose of use of file sharing software, use of the software would be illegality. Also, these illegal copyrighted files are often infected with malware. Especially, on music and movies, according to amendment to law of copyright, you are punished if you download illegal copyrighted file, and you know they are illegal copied. Keio University ITC adapts the rules specified by "Using File-Sharing Software" to all Keio University's network.

⇒ http://www.sfc.itc.keio.ac.jp/en/software_fileshare.html

You may use file sharing software only if permitted for educational and research purpose. In this case, you have to submit application before you use software. Software which requires application are listed, refer to the URL below.

⇒ http://www.sfc.itc.keio.ac.jp/en/software_fileshare_list.html

3 Treatment of copyrighted works

Copyrighted works are creative works expressing creator's thought and emotion. For example, music, movies, paintings, and programs are copyrighted works. Not only CD and packaged software are copyrighted works. Contents on the Web and reports written through classes are also copyrighted and someone may possess copyright. Portrait right and industrial property right also play a role in protecting intangible goods. However, this section provides you with information on copyright.

4 Violation of copyright

Copyright is right to protect works from use, editing, and duplication without permission of the creator. Material and information you use and quote when you make/write webpages and reports are not exception of copyright protection. The cases listed below are example of a violation of copyright, unless you have the permission of the creator.

- Use information on books and webpages as if you have written them.
- Open music and movies to the Internet, even though they are not your product.
- Open recording of television or act on the Web without any permission.

5 Quoting in a correct manner

If you quote and cite copyrighted works, permissions are no longer required. Quotation is partial citation of someone else's copyrighted works in purpose of reporting, criticizing and research. Citing someone else's report in your report is a good example of this case. When you quote, you have to confirm rules listed below.

- Write author and reference clearly.
- Body and quotation must be separated clearly.
- Necessity for using the quotation.
- Necessity for the scope of the quotation.
- Both volume and quality of the quotation occupy smaller portion than the body of the work in which the quote is used.
- The source of quotation must be specified copyrighted work.

6 Using works copyright is not applied

Announcements, charges, and transmission by the national and local governments, and incorporated administrative agency are exempt from copyright. Indeed copyright exists on them, but you do not have to ask for permission to use them.

7 Using open content

Some authors left their copyrighted works on the Internet to be shared. Such shared works are called "open content" and can be used more freely than copyrighted works in general.

Among these works, some works are distributed based on common terms of use as listed below. Read those terms of use carefully when you use these contents.

Name	URL
Creative Commons License	http://www.creativecommons.jp/
GNU GENERAL PUBLIC LICENSE	http://www.gnu.org/licenses/gpl.html
GNU Free Documentation License	http://www.gnu.org/licenses/fdl.html

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