

# How to Get Access to the Online Orientation Materials uploaded on the oh-o!Meiji Portal System

Orientation materials uploaded on Oh-o!Meiji portal system will be released from April 3rd.

## 1. Log-in

(1) Start the web browser and enter the following URL <https://oh-o2.meiji.ac.jp/>

Click the [Log in] button.



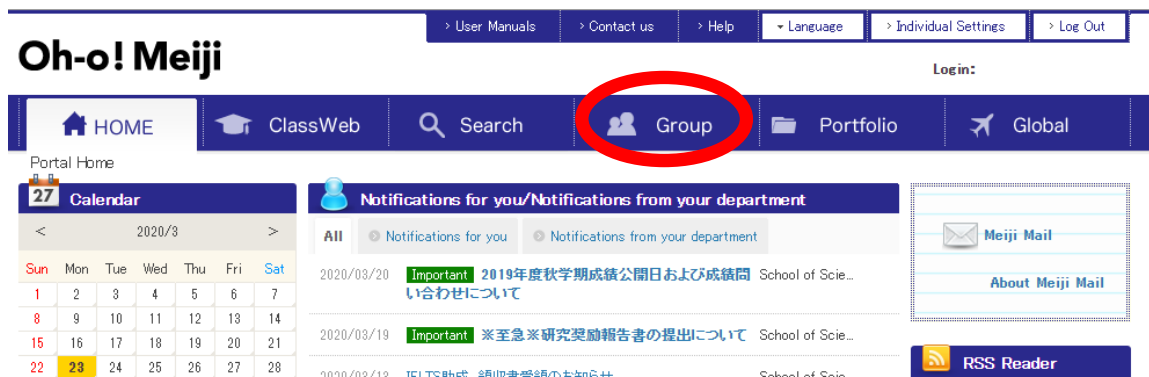
(2) Input “id” your student number (10 digits) and “password” . Click the [sign in] button.

The image shows the 'Meiji University Single Sign-On 共通認証システム' login page. The page has a header with the Meiji University logo and the title. Below the header, there are two main sections: 'Login Form' and 'Single Sign-On User Guide'. In the 'Login Form' section, there are two input fields: 'id' and 'password'. Below these fields are two buttons: 'sign in' and 'change password (パスワード変更)'. The 'sign in' button is circled in red. The 'Single Sign-On User Guide' section contains three bullet points: 1. 'Login Form には、共通認証ID (学生番号/教職員番号) とパスワードを入力してください。 Enter Meiji University Authentication ID ('Kyotsu-Ninsho' ID) and password to sign in.' 2. 'パスワードの変更はこちらより行ってください。 To change your password, click here.' 3. 'パスワードを忘れた場合は所属学部窓口もしくは、メディア支援事務室に入室してください。 If you forget your password, please visit either faculty office of your department or Media Support Office.'

\*If you forgot your password, please contact the administrative office of your affiliated department.

## 2. Move to the “Group” Page.

(1) Click the “Group” tab.



The screenshot shows the Oh-o! Meiji website home page. At the top, there is a navigation bar with links for User Manuals, Contact us, Help, Language, Individual Settings, and Log Out. Below this is a secondary navigation bar with icons and labels for HOME, ClassWeb, Search, Group (circled in red), Portfolio, and Global. The main content area includes a calendar for March 2020, a notifications section with two items, a Meiji Mail section, and an RSS Reader button.

(2) Group named [Architecture and Urbanism Program (I-AUD)] will be displayed. Click the applicable group.



The screenshot shows the Oh-o! Meiji website 'Group' page. The 'Group' tab in the navigation bar is selected. The main content area is titled 'List of Joined Groups' and features a search filter for the Academic Year set to 2019. A group card for 'Architecture and Urbanism Program (I-AUD)' is highlighted with a red circle. Below the list is a search section with a dropdown for the year (set to 2019), a text input for the group name, and a search button.