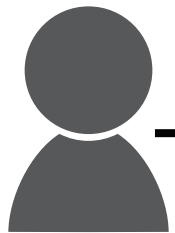


# Startup Guide

## 1. IDs assigned by the university



### Tohokudai ID

The Tohokudai ID is a common ID for various information services.\*

\*Some services use Student-ID in place of Tohokudai-ID.

### Sub ID (Campus Wi-Fi ID)

The user ID for the Wi-Fi service is as follows:  
[Sub ID]@student.tohoku.ac.jp

### Google Workspace ID

This ID is for the Google services such as Gmail, Drive, Meet and Classroom.

This Gmail Service is called “DCMail” or “Email service for Students.”

### Microsoft365 ID

This ID is for the Microsoft365 services such as Office365, OneDrive and Teams.

\*Some Information services for specific departments or schools do not apply these IDs.

## 2. Login to DCMail



- ① Log in with your Google Workspace ID and its password from the following URL or QR code.

<https://mail.google.com/>



- ② If you are requested the 2-step verification, enter your Employee ID.

- Your initial Employee ID can be confirmed at the Tohokudai-ID notification website / letter or Integrated Electronic Authentication System.

- **For the first-time login, you are requested to configure your own password in place of your initial password.**

For details, see Online Guide of Information Services.

## 3. Login to Single Sign-On



- ① Log in with your Tohokudai ID and its password from the following URL or QR code.





<https://slink.secioos.com/user/index.php?tenant=auth.tohoku.ac.jp>

- ② If you are requested “Authentication Method,” choose “One-Time Password (Mail Authentication).”

- **The one-time password is sent to DCMail.**

- ③ Enter the one-time password to log in.

## 4. Update of your Tohokudai-ID password

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- ① Log in to Single Sign-On.
  - ② Choose the tab "auth."
  - ③ Click "Integrated Electronic Authentication System."
  - ④ Click "Change Password."
- Your initial password should be upgraded to your own password as soon as possible for security reason.**

## 5. Others

### • Campus Wi-Fi

The university provides "eduroam," a world-wide roaming service for academic institutes. Access points are deployed in each campus of the university.

### • Installation of Microsoft Office

You may use Microsoft Office on your own devices free of charge as long as you are a student of the university.

### • Online Classes

The university uses the following services to conduct online classes.

- ISTU/DC • Google Classroom  
Access to class materials, Submit assignments, and more
- Microsoft Teams • Google Meet  
Video meeting

### • Tohoku University App

Features include your digital student ID card, university announcements and campus maps.

For details, see Online Guide of Information Services and Guide to Online Classes

## 6. Notice

You are expected to strictly maintain your IDs and passwords, which should be your own confidential information.

- You should not tell anyone else your IDs and passwords even if they are one of your intimates.
- In case your ID or password are suspected to be exposed someone else, please contact Center for Data-driven Science and Artificial Intelligence as soon as possible.

## 7. Contacts

※ You need to log in with your Tohoku-dai ID / password or Google Workspace ID / password in order to see some of the websites.

### Online Guide of Information Services

<https://www.dc.tohoku.ac.jp/>

▶ FAQ

<https://www.dc.tohoku.ac.jp/faq/>



### Guide to Online Classes

<https://olg.cds.tohoku.ac.jp/forstudents>



### Quick Guide (DCMail, Wi-Fi, Microsoft Office)

<https://www.cds.tohoku.ac.jp/materials/>



### Division for Information Technology, Center for Data-driven Science and Artificial Intelligence

<https://www.cds.tohoku.ac.jp/contact.html>



### Common Infrastructure System Group, Information Infrastructure Operation Office, Data Synergy Creation Organization

<https://c.bureau.tohoku.ac.jp/id/>