

## 2. Access

### 1) Accessibility

You can access the URIBO-NET on and off campus.

### 2) Terminals

You can access the URIBO-NET through a computer connected to the Kobe University LAN or Internet.

\* Mobile phones cannot be connected to the URIBO-NET for teachers.

### 3) URL

<https://kym.kobe-u.ac.jp>

\* Visit the Kobe University official website and click on the “For teachers and administrative staff” tab to access the university’s academic affairs information page which has a link to the URIBO-NET.

\* To learn how to access the URIBO-NET from a terminal outside the Kobe University campus, see the Information Science and Technology Center website.

### 4) Account (Login ID and password)

You need to open your URIBO-NET account, issued by the Information Science and Technology Center.

### 5) Browser compatibility and setting

The following browsers support the URIBO-NET. The use of browsers other than designated below could possibly cause operational faults.

<Recommended browsers for Windows>

Internet Explorer 9.0

FireFox 5.0

<Recommended browser for Mac>

Safari 5.0.4

\* Operational faults could occur if you use a privately customized browser.

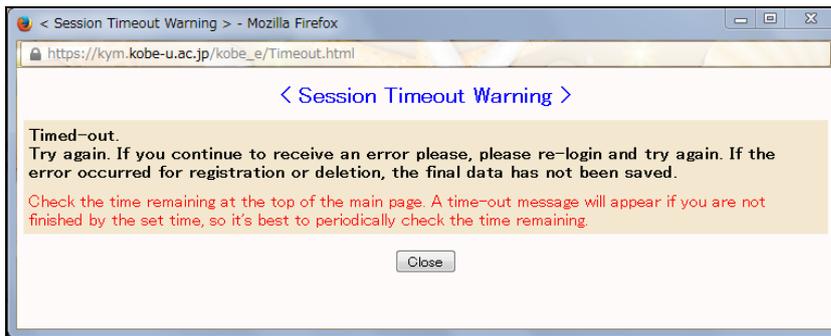
### 6) Session timeout

The URIBO-NET protects your information through encryption technology that makes your input information confidential. Due to this protection function, your session will automatically expire after 15 minutes of continual idle time without any activity, making your inputs ineffective unless they have been saved. After such session timeout, it is necessary to log in again.

(1) The following “Session Timeout Warning” will appear when your remaining time (of non-activity) reaches and falls below 5 minutes.



(2) Your session will automatically expire about 5 minutes after the “Warning” appears, if no activity occurs.



### Automatic saving

After a lapse of a certain number of minutes in your session, your inputs will be saved automatically. When the following dialog box appears, it means that your inputs have been temporarily saved.



7) Login

(1) Click on the “For teachers and administrative staff” tab on the top page of the Kobe University website, and you can access the university’s academic affairs information page, which has a link to the URIBO-NET.

Also, you can access the URIBO-NET by entering the following URL directly into the location bar in your web browser and pressing the **Enter** key.

<https://kym.kobe-u.ac.jp>

※ NOT “http” but “https.”

(2) Enter your user I.D. and password issued by the Information Science and Technology Center (which are different from your staff I.D. that you used for initial setting of your staff number), and click on the login tab.

\* You need to receive your account (through a written notice) from the Information Science and Technology Center and make initial settings to make your user I.D. and password effective.



We recommend that the URL of this page be saved in your bookmarks.

(3) After login, the following screen will appear. This is the top page. You can start your operations by selecting an item shown on the menu box located on the left.



After you log in, you will find the “Bulletin Board” along with the menu box. Clicking on a name of faculty/graduate school/department shown on the noticeboard will activate a certain browser that enables the display of notices from such sources as faculty/graduate school/department (including the College of General Education in the Institute for Promotion of Higher Education [hereinafter referred to as the “College of General Education”] and the Student Affairs Department). Contact your faculty or graduate school to confirm details about the access to notices.

8) Logout



Always log out by clicking Logout when you want to leave the URIBO-NET. After you click on the logout tab, the logout message will appear, asking you to close the browser. Click on the “Close Browser” tab.

\* Always log out when you leave your computer. Leaving your computer without completing your logout process could invite the risk that your personal information might be stolen or that your inputs might be altered by someone.

