



k i b a c o

## About e-learning at TMU

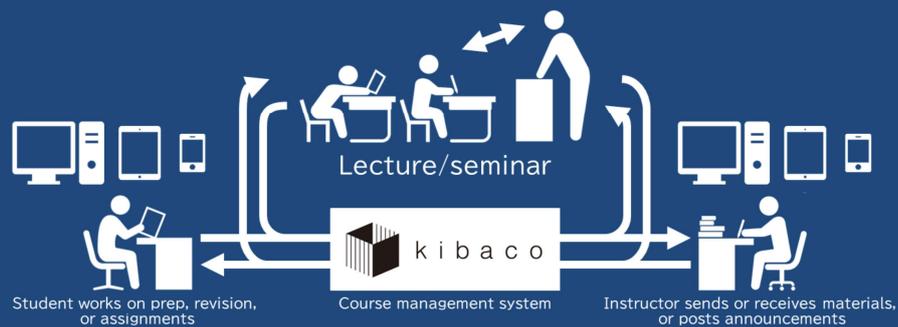
Information Studies, University Education Center

Information and Media Studies,  
Library and Computer/Network Center

This presentation describes kibaco, which is TMU's e-learning system.

# What is kibaco?

- A course management system used as standard across TMU



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Kibaco is a course management system used as standard across TMU. Education at TMU consists primarily of lecture-based classes attended in person. However, some assignments are undertaken outside the classroom. Examples include prep work, revision, and assignments. For some of these assignments, you must submit the finished work to your instructor.

kibaco covers both forms of learning: in-person classes and assignments you undertake outside the classroom. In each case, kibaco facilitates communication between you and your instructor.

## kibaco' s attributes

- Can use whenever & wherever
  - Not just in the classroom
  - Can access from PC, tablet, or smartphone
- Compatible with all classes at TMU
  - Every student already has an account
  - kibaco has courses for all classes at TMU  
(whether kibaco is actually used depends on the class)

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A key attribute of kibaco is that it can be used whenever and wherever. In other words, kibaco is not just confined to the classroom. You can access kibaco from a PC, or from other devices such as a tablet or smartphone.

kibaco is available with all classes at TMU. An account has already been created for every registered student at TMU.

kibaco features a number of "courses," which cover each class offered at TMU. Your instructor will decide whether to use kibaco during a class. You should follow his or her instructions on this matter.

## Accessing kibaco

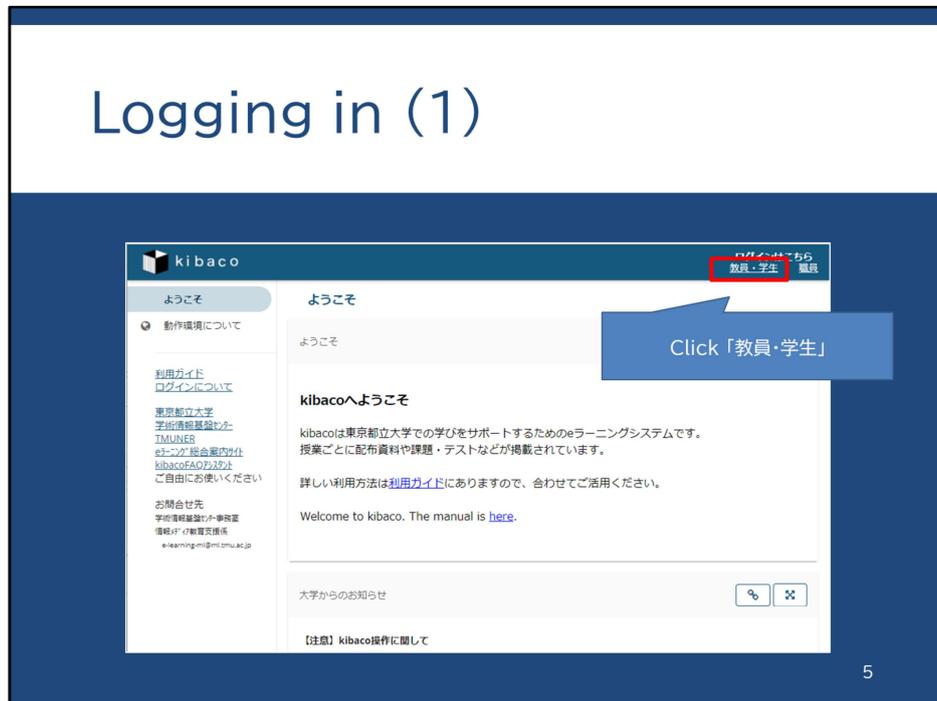
- Use the following url:  
<https://kibaco.tmu.ac.jp/>
- Or search on Google (or Yahoo, Bing, etc.)
- Or scan the QR code with a smartphone or other device



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To access kibaco, please type the URL into your browser's address bar, or search for "kibaco" using a search engine. Alternatively, you can use your smartphone to scan the QR code shown here.

# Logging in (1)



This is kibaco's start page. Note the upper-right section of the page indicated in red. Here is where you enter your login information.

## Logging in (2)

The screenshot shows the login page of Tokyo Metropolitan University. At the top, there is a logo and the university's name in Japanese (東京都立大学) and English (TOKYO METROPOLITAN UNIVERSITY). Below this is the title 'ログイン画面' (Login Screen) and instructions in Japanese. A red box highlights the login form, which includes two input fields: 'ユーザーID:' (User ID) and 'パスワード:' (Password). A red button labeled 'ログイン' (Log In) is positioned below the fields. Three blue callout boxes with arrows point to the 'ユーザーID' field (labeled 'User ID'), the 'パスワード' field (labeled 'Password'), and the 'ログイン' button (labeled 'Log In Button').

東京都立大学  
TOKYO METROPOLITAN UNIVERSITY

ログイン画面

教育研究用情報システムのユーザーIDとパスワードを入力してください。  
※メールやPC教室、kibaco等にログインするためのIDとパスワードです。  
※証明書発行や履修登録・成績照会を行うCampus Square for WEBのものではありません。

- パスワードの有効期限は180日です。有効期限が過ぎると、教育研究用情報システムがすべて利用できません。期限内に必ずパスワードを変更してください。  
パスワード変更はこちら
- 不特定多数の人が使用するパソコンで利用する場合、意を避ける際には必ずログアウトしてください。あなたの情報が、第三者によって悪用される可能性があります
- ブックマークする場合は、本ページではなく以下のページをブックマークしてください。  
学生メールのブックマークはこちら  
学生ポータルサイトのブックマークはこちら

ユーザーID:

パスワード:

ログイン

User ID

Password

Log In Button

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Next, please enter your user ID into the「ユーザーID」field and password into the「パスワード」field, then click the Log In Button displayed as「ログイン」.  
Your user ID begins with the letter u followed by your seven-digit student ID number.

## Changing the display language (1)



The screenshot shows the kibaco website interface. The left-hand side menu has the item 「画面設定」 (Display Preferences) highlighted with a red box. A blue callout box points to this menu item with the text "Click 「画面設定」". The main content area shows a calendar grid for the month of January, with the days of the week (日, 月, 火, 水, 木, 金, 土) and dates (1-7) visible. The page number 7 is located in the bottom right corner.

After you have logged in, change the display language.  
Click on「画面設定」(Display Preferences) in the menu on the left-hand side of the screen.

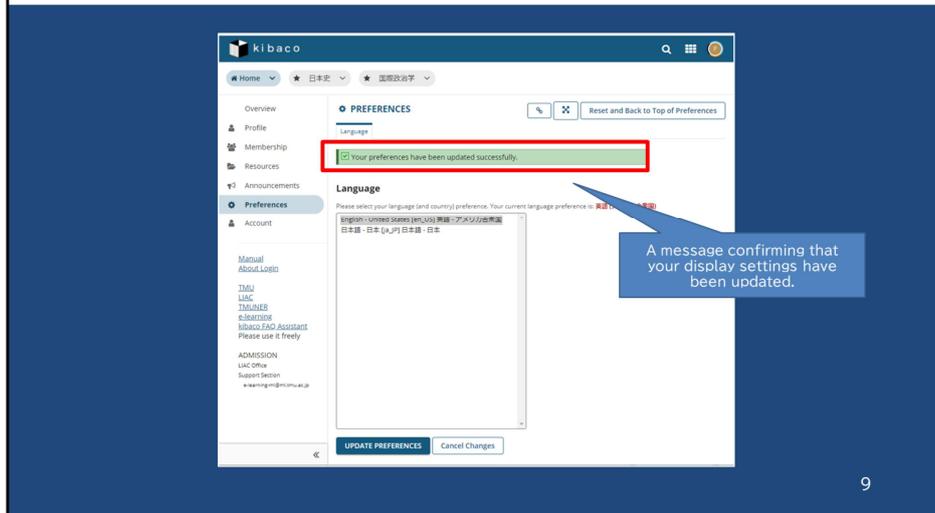
## Changing the display language (2)



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For further details please see the [https://www.comp.tmu.ac.jp/e-learning/files/to\\_change\\_the\\_language\\_on\\_kibaco\\_in\\_english.pdf](https://www.comp.tmu.ac.jp/e-learning/files/to_change_the_language_on_kibaco_in_english.pdf)

## Changing the display language (3)



A message confirming that your display settings have been updated will appear and your display language will change.

For further details, please refer to the PDF on the e-Learning general information site.

# Home Page

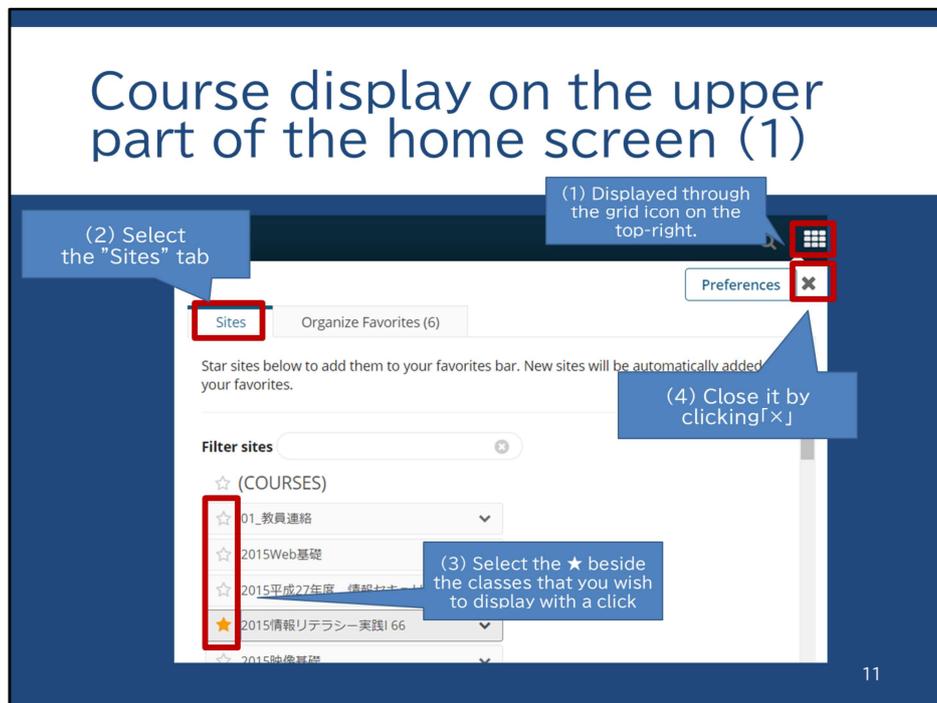
When you click on the class (course) button, you will move to the page for that class

The screenshot shows the Kibaco Home Page. At the top, there are navigation tabs for different classes: Home, 情報リテラシー実践ⅡC, 情報リテラシー実践Ⅱ66, and 2019/パソコン技術. A red box highlights these tabs. Below the tabs is a sidebar with navigation options like Overview, Profile, Membership, Resources, Announcements, Preferences, and Account. The main content area features a 'Timetable' section with a grid showing courses for each day of the week. A blue box highlights the '2020情報リテラシー実践Ⅱ' course on Monday. To the right of the timetable are sections for 'Notifications concerning Courses', 'Announcements', and 'Announcements from the University'. A footer section contains 'Options' and 'kibacoへのログインについて'.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1							
2		2020情報 リテラシー 実践Ⅱ					
3				2020情報 リテラシー 実践Ⅱ	2020情報 リテラシー 実践Ⅱ		
4			2020情報 リテラシー 実践Ⅱ				
5							
6							
7							

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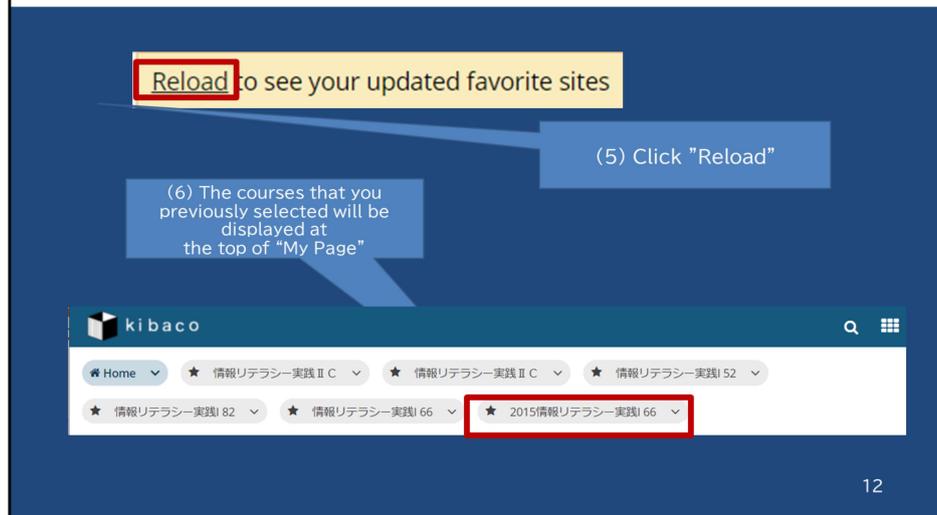
Once you have successfully logged in and used 「表示言語設定を変更」, you will see the “Home” page. Note the tabs at the top of the page. These tabs are for individual classes. You click on one of these tabs to go to the course indicated. At the center of the screen is a timetable. This timetable will display your courses either after you have registered for them, or when they are linked on kibaco. Clicking on a course displayed on the timetable will open the page for that course.



The classes displayed on the top of the “Home” page are called “Favorite Sites.” You can display up to 15 favorite classes, but when your list of registered classes exceeds 15, you can change the list of displayed classes to “Favorite Sites.”

This is a screen that is displayed when you click the grid icon on the top right, and when you select the class tab on the top of the page, you can turn the star icon yellow beside the classes that you wish to display and then close the window by clicking the「×」button on the upper right.

## Course display on the upper part of the home screen (2)



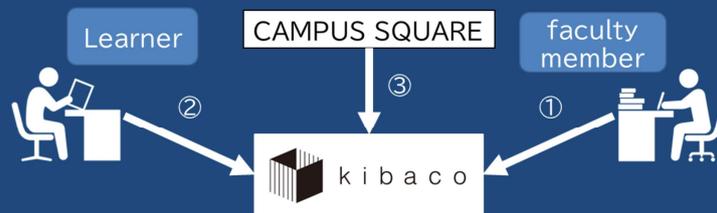
When you close the window, the message "Reload to see your updated favorite sites" will be displayed, so click the part labelled "Reload."

When you do so, the class that you previously selected will be displayed on the top of My Page.

Moreover, even if it is not displayed in your favorite classes, if you go to "timetable" on the "Home" page or the "Membership" field on the side menu displayed on the left-hand side of My Page, you will be able to move to the page of each class.

## Accessing a course

- Three ways to access a course:
  - 1) Your instructor registers you for the course
  - 2) You register for the course yourself
  - 3) Your reg. info on CS is transferred to kibaco
- Once you've started the application process, your info will be transferred every morning, even before your registration is confirmed.



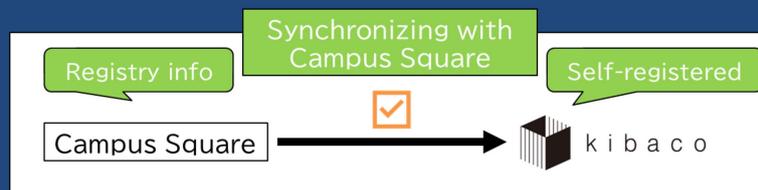
We will now briefly explain how you can access the course features on kibaco. You will access their relevant course as a “learner.” There are three ways in which you can gain access. First, your faculty member registers you manually for the course that he or she creates.

The second method is self-registration. In other words, you search for the relevant course and register for it.

The third way is to transfer the course registration information from Campus Square. This is the information that you provide when applying for the course in question. The information is stored on a clerical database called Campus Square. Every morning, the information on Campus Square is automatically integrated into kibaco. However, you cannot use this method before you have applied to register for the course on Campus Square. In this case, you can only access the system using the first or second method.

# Self-registration

- Self-registration
  - You can only self-register with the instructor's authorization
  - Enter the code or do a word search and then register (provisional registration)



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We will now provide more information about the second method, self-registration. You need your instructor's authorization to self-register. Once authorized, you can find your course by entering the code or via a word search, and then register for it. If your instructor registers you or if you do self-register, please note that such registration does not mean that your registration information has been inputted into Campus Square.

Registering an account on kibaco is no substitute for entering the registration information into Campus Square. You still have to input your registration information onto Campus Square yourself, regardless of whether you have self-registered on kibaco.

# Membership

(1) Display "Home"

(2) "Membership"

(3) The "Self-registrationable class" tab

The screenshot shows a web application interface. At the top, there is a navigation bar with a "Home" dropdown menu. On the left side, there is a sidebar menu with "Membership" highlighted. The main content area displays a "MEMBERSHIP" section with a "self-registrationable class" tab selected. Below the tab, there are search filters for "Year" (set to 2020), "ClassCode", "ClassName", and "Description", each with a "Search" button. A "Clear" button is also present. At the bottom, there is a note: "NOTES: Classes which are allowed to be registered by the instructor are available."

The self registration screen can be found from the class list on My Page. When the "Home" page is displayed, there is a "Membership" field found in the menu on the left-hand side.

When you click it, a screen like this will be displayed. At the top of this screen there is a tab called "Self-registrationable class," so display it by clicking on it.

## Self-registrationable class

(1) Search by year, class code and class title

(2) Place a check in the box of the course that comes up in the results.

(3) "Register" Button

MEMBERSHIP

registered class self-registrationable class

Year: 2021 ClassCode: Search Clear

ClassName: アルゴリズム演習 Search

Description: Search

It is a list of a registrable class.

Regist	ClassCode	ClassName	Instructor	Week Period	Description
<input checked="" type="checkbox"/>	L0111	データ構造とアルゴリズム演習 (CS)	下川原英理, 藤田八郎, 柴田祐樹, 會田雅樹, 梅田さやか, ヤエムフイボリ, 塚常健太	Wed2	3FA579の学部(2018年以降)... (More)
<input type="checkbox"/>	L0220	データ構造とアルゴリズム演習 (EECS)	斎藤光史, 田川憲男, 田村健一	Wed2	3FA579の学部(2018年以降)... (More)

REGIST

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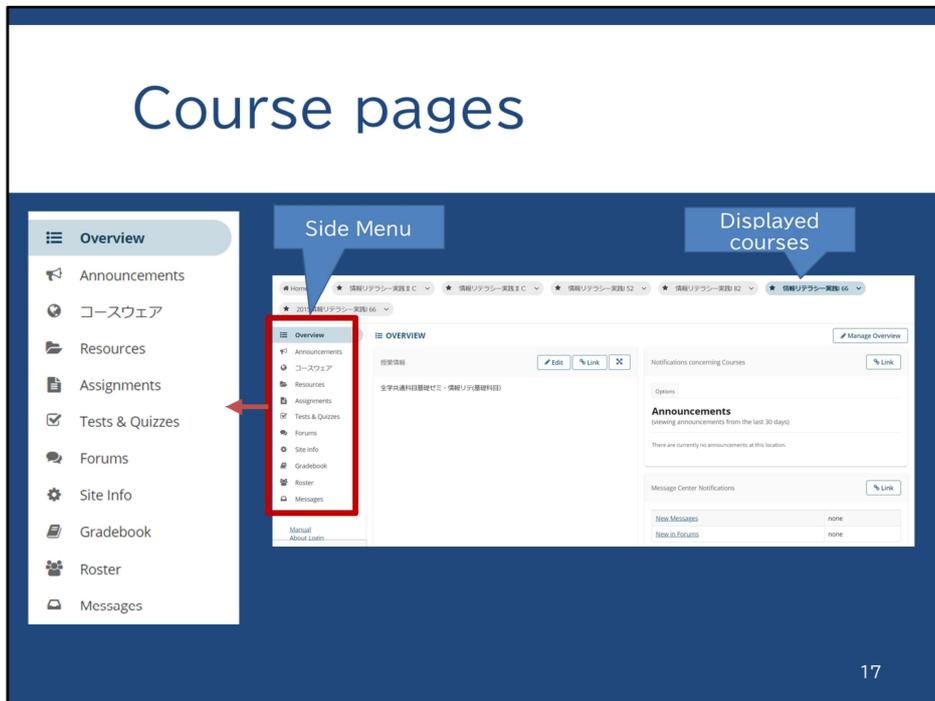
Once the screen on which you can self-register appears, a box will be displayed at the top of the page where you can carry out a search using a class code, keyword, etc.

If you know the class code from the syllabus documents, enter the class code. If you know a part of the name of the class, enter the name of the class and press the relevant button, then your search results will appear on the bottom half of the page. The classes for which it is possible to register by yourself will be displayed in the search results.

Among the displayed classes, tick the classes for which you wish to register and then press the "register" button to finish your self-registration.

If you self-register, your classes will be displayed among the list of favorite classes, which you can access via the aforementioned "Membership" page, found on the menu on the left-hand side of the "Home" page, or alternatively you can set your favorite classes to appear on the list of classes on the top of the "Home" page through the grid menu on the top right of the page. So please access your classes via one of these two avenues.

# Course pages



This screen shows the information for one of the courses. As this example shows, for each course, you will find a side menu on the left listing the available features for that course. Different courses may have a different set of features. The most commonly used feature is “resources.” Let’s explore what this feature does.

# Course resources

(1) Display the page of the class

(2) The "Resources" menu

(3) If you click on the file of a document in the folder, it can be downloaded or displayed.

Title	Access	Created By	Modified	Size
2020情報リテラシー実践II C Resources				
情報リテラシー実践II第1回.pdf	Entire site	安藤大地	Oct 1, 2020 14:27	1.2 MB
情報リテラシー実践II第2回.pdf	Entire site	安藤大地	Oct 8, 2020 13:00	2 MB

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This screen appears when you click on "resources." Here you will find a list of the learning resources your instructor has uploaded. These resources are arranged into different folders. You should click on a folder to display the file(s) it contains. If you want to view or download a file, please click the file in question to begin the download. You can also open the file from compatible application software. The "resources" feature is used in many courses, so you should familiarize yourself with it.

## Further information

- E-learning webpage
  - <http://www.comp.tmu.ac.jp/e-learning/>
- User manual
  - Hard copy: Available in classrooms
  - PDF: Download from above webpage
    - English edition available
- If you need help...
  - System Management Office 2 (6<sup>th</sup> build. Ground floor)
  - Email: [e-learning-ml@ml.tmu.ac.jp](mailto:e-learning-ml@ml.tmu.ac.jp)



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kibaco has various other functions, too, besides those we have discussed. The available functions will depend on your course. If you are unsure of anything, please be sure to check out the user manual. You can access the manual via the e-learning webpage linked here.

If you would like to take a lecture on how to use kibaco, please contact System Management Office Number 2.