Slide 1

2021年度 修士1回生ガイダンス

2021 Guidance for the First Year Students in Master's Program

April 6, 2021
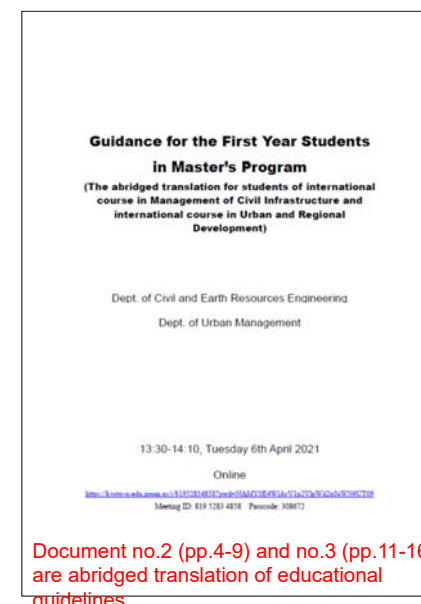13:30-14:10 (International)

社会基盤工学専攻・都市社会工学専攻

**Dept. of Civil & Earth Resources Eng.
Dept. of Urban Management**

1

Slide 2

学修要覧（Educational guidelines） Guidance handout

2021 年度
大 学 院 学 修 要 覧

京都大学大学院工学研究科

Guidance for the First Year Students
in Master's Program
(The abridged translation for students of international
course in Management of Civil Infrastructure and
international course in Urban and Regional
Development)

Dept. of Civil and Earth Resources Engineering
Dept. of Urban Management

13:30-14:10, Tuesday 6th April 2021
Online

Meeting ID: 819 5283 4858　Passcode: 308672

Document no.2 (pp.4-9) and no.3 (pp.11-16) are abridged translation of educational guidelines.

2

Slide 3

修了に必要な単位　Credits required for completion

■社会基盤工学専攻 (Dept. of Civil & Earth Resources Eng.)

Subject category (科目区分)	Number of credits (単位数)
Core (compulsory) コア科目(必修)	2 credits
Major	10 or more credits
Minor	Not especially designated
ORT (On the Research Training)	8 or more credits
Others (その他)	Take under your supervisor's approval 必要に応じて指導教員の承認を得て履修
Total number of credits	30 or more credits

Subject code	Subject	Instructor	Number of hours per week		Credit	Subject category		
			1st semester	2nd semester		Core	Major	ORT
10F251	**Exercise on Project Planning** 自主企画プロジェクト	Related instructors	2	2	2	○ Compulsory		
10U055	**Integrated Seminar on Infrastructure Engineering A** 社会基盤工学セミナーA	Related instructors	(4)	(4)	4			○ Compulsory
10U056	**Integrated Seminar on Infrastructure Engineering B** 社会基盤工学セミナーB	Related instructors	(4)	(4)	4			○ Compulsory
10F299	Master's Thesis 研究論文（修士）							○ Compulsory

（学修要覧 p.10およびp.11）(See Handout p.5 and p.8)

3

Slide 4

修了に必要な単位　Credits required for completion

■都市社会工学専攻 (Dept. of Urban Management)

Subject category (科目区分)	Number of credits (単位数)
Core (compulsory) コア科目(必修)	4 or more credits
Major	4 or more credits
Minor	Not especially designated
ORT (On the Research Training)	8 or more credits
Others (その他)	Take under your supervisor's approval 必要に応じて指導教員の承認を得て履修
Total number of credits	30 or more credits

Subject code	Subject	Instructor	Number of hours per week		Credit	Subject category		
			1st semester	2nd semester		Core	Major	ORT
10F201	**Information Technology for Urban Management** （都市社会情報論）	Related instructors	2		2	○ Compulsory		
10F251	**Exercise on Project Planning** （自主企画プロジェクト）	Related instructors	2	2	2	○ Elective Compulsory		Select either of them. You cannot select both subjects at the same AY.
10F253	**Capstone Project** （キャップストーンプロジェクト）	Related instructors	2	2	2	○ Elective Compulsory		
10U055	**Integrated Seminar on Urban Management A** （都市社会工学セミナーA）	Related instructors	(4)	(4)	4			○ Compulsory
10U056	**Integrated Seminar on Urban Management B** （都市社会工学セミナーB）	Related instructors	(4)	(4)	4			○ Compulsory
10F299	Master's Thesis 研究論文（修士）							○ Compulsory

（学修要覧 p.15およびp.16）(See Handout p.11 and p.15)

4

Selection of **Education Program** to Choose **Major Subjects**
メジャー科目：下記の**教育プログラム**のいずれかの要件をみたすこと

For students of Normal Master's Course

- Structural Division Education Program: Compulsory 5 subjects (構造系教育プログラム：必修5科目)
- Hydrologic Division Education Program: Compulsory 4 subjects and at least 3 subjects among specified subjects (水工系教育プログラム：必修4科目，選択必修3科目以上)
- Geomechanics Division Education Program: At least 5 subjects among specified subjects (地盤系教育プログラム：選択必修5科目以上)
- Planning Division Education Program: At least 2 subjects among specified subjects (計画系教育プログラム：選択必修2科目以上)
- Earth Resources and Energy Division Education Program: At least 3 subjects among specified subjects (資源系教育プログラム：選択必修3科目以上)
- International Education Program in **Dept. of Civil & Earth Resources Eng.**: 10 credits or more from English-lectured classes (subjects with ◎) (社会基盤工学専攻国際教育プログラム：英語科目10単位以上)
- International Education Program in **Dept. of Urban Management**: more than 4 credits from English lectured-classes except for one subject as Core subject (subjects with ◎) (都市社会工学専攻国際教育プログラム：英語科目4単位以上)

（学修要覧 p.13およびp.18）(See Handout pp.6-7 and pp.12-13)

5

To Complete International Course Education Program
(NOT Normal Master's Course)

For students of International Course in Management of Civil Infrastructure (Dept. of Civil & Earth Resources Eng.)

- 30 credits from English-lectured subjects
- Must select International Education Program in Management of Civil Infrastructure: acquire 10 credits or more from English-lectured classes (subjects with ◎), to Choose Major Subjects.
- Consult with your supervisor which classes to take.

For students of International Course in Urban and Regional Development (Dept. of Urban Management)

- 30 credits from English-lectured subjects
- Must select International Education Program in Urban and Regional Development: acquire more than 4 credits from English-lectured classes (subjects with ◎), to Choose Major Subjects.
- Consult with your supervisor which classes to take.

（学修要覧 p.13およびp.18）(See Handout pp.6-7 and pp.12-13)

6

主な追加要件 Additional Requirements

- 修了要件30単位のうち、科目標準配当表記載の科目から合計20単位以上を履修しなければならない

  You must acquire 20 credits or more in total, among the subjects list. Students of International Course must take the 20 credits in English from the subjects list.

- 科目標準配当表に掲載されていない科目 (For the subjects not listed in the subject list)

  工学研究科共通型科目（ただし，日本語講座科目は除く）、指導教員が認定する他専攻科目および他研究科科目（聴講願（4/14締切））から選択してもよい。いずれの場合もMinor科目として単位に加算される。

  You can select the common subjects in the Graduate School of Engineering (excluding Japanese course subjects) and/or the subjects of the other Departments/Graduate Schools (application by April 14) which your supervisor approves. These credits will be regarded as "Minor subjects".

（学修要覧 p.13およびpp.18-19）(See Handout pp.5-7 and pp.11-14)

7

履修のポイント Key points of Registration

- 必修科目、選択必修科目を履修する
  Take the Compulsory & Elective Compulsory Core subjects.
  ◆ Core and ORT subjects are automatically acquired.
- 環境基盤マネジメント国際コース／都市地域開発国際コースの場合，30単位すべてを英語科目で修得
  Take 30 credits in the subjects provided in English, if you belong to International Course in Management of Civil Infrastructure or Urban & Regional Development.
- 系別教育プログラム要件に留意して、Major科目を選択する
  For normal master's course students: Take the Major subjects referring the Educational Program.
- 合計30単位以上になるように、Major, Minor, ORT科目をさらに選択する
  Take the additional subjects so as to take more than 30 credits.
- 科目標準配当表記載の科目から合計20単位以上を選択しているか確認する
  Check whether the 20 credits or more in total can be taken among the subjects listed in the subject list.

8

履修分野 Study Areas
社会基盤工学専攻 Dept. of Civil & Earth Resources Engineering

- 構造設計技術者・研究者養成分野
  Structural Design Engineer/Researcher Training
- 水工設計技術者・研究者養成分野
  Hydraulic/Hydrologic Design Engineer/Researcher Training
- 地盤設計技術者・研究者養成分野
  Geo Design Engineer/Researcher Training
- 都市設計技術者・研究者養成分野
  Urban Design Engineer/Researcher Training
- 資源・エネルギー技術者・研究者養成分野
  Earth Resources and Energy Engineer/Researcher Training
- Study Area on Approaches for Disaster Resilience
  (Information session 4/6 16:30-, Online, Handout p.57)

分野毎に別に定める科目群を修得し，申請を行った場合，そのコースを修了したことを証明する証書を授与する．

If you have completed the subjects designated for each study area and applied for the completion of the subjects, you will obtain a certificate to prove that you have completed that course.

9

履修分野 Study Areas
都市社会工学専攻 Dept. of Urban Management

- 公共政策計画・管理分野
  Public Policy Planning/Management
- 国際プロジェクトマネジメント分野（インフラ開発・エネルギー開発）
  International Project Management (Infrastructure/Energy Development)
- 都市水・地盤環境マネジメント分野
  Urban Water/Geo Environment Management
- サイスミックデザイン・マネジメント分野
  Seismic Design/Management
- 都市交通政策分野（都市地域計画、都市交通政策論）
  Urban Transportation Policy (Urban Planning, Urban Transport Policy)
- 資源・エネルギー技術者・研究者養成分野
  Earth Resources and Energy Engineer/Researcher Training
- Study Area on Approaches for Disaster Resilience
  (Information session 4/6 16:30-, Online, Handout p.57)

分野毎に別に定める科目群を修得し，申請を行った場合，そのコースを修了したことを証明する証書を授与する．
If you have completed the subjects designated for each study area and applied for the completion of the subjects, you will obtain a certificate to prove that you have completed that course.

10

社会基盤工学セミナーA, B (2 years 8 credits)
Integrated Seminar on Infrastructure Engineering A, B (8 credits for 2 years)

都市社会工学セミナーA, B (2 years 8 credits)
Integrated Seminar on Urban Management A, B (8 credits for 2 years)

M1〜M2の2年間で計10ポイント以上，毎年3ポイント以上。
ポートフォリオにポイント取得状況等を記入し毎セメスター終了時に提出
Students are required to do the self-rating (refer the below point list),
and to get **more than 10 points in total for two years from M1 to M2, more than 3 points in each year**.
Students should fill out number of the points in the portfolio and submit it after every semester.

- 1ポイント：研究室ゼミで発表（指導教員が認めたものに限る），土木学会年次講演会などで口頭発表
- 1〜5ポイント：学協会主催の講習会などに出席（認定書を取得すること）。
- 3ポイント：国際会議での英語の発表（論文が査読ありの場合は下記に準じる。）
- 5〜10ポイント：査読つき論文（土木学会論文集，ASCE Journal等）への掲載または掲載決定

- 1 point : Presentation at laboratory seminar (only if supervisor agrees)
  / Oral presentation in the annual meeting in the Society of Civil Engineers
- 1-5 points : Attending the lecture held by Academic Society (Certification is required)
- 3 points : Presentation in English in international conference
- 5-10 points : Publication and/or acceptance of journal papers
  (e.g., for Journal of Society of Civil Engineers, ASCE Journal, etc.)

11

必修科目開講日
Information on The 1st Class Day of Compulsory Core Subjects

Information Technology for Urban Management 都市社会情報論	April 8th, 8:45- Will be informed through PandA.
Capstone Project キャップストーンプロジェクト	All information will be provided through PandA. 説明資料p.53　See Handout p.37
Exercise on Project Planning 自主企画プロジェクト	Online guidance, April 8th, 13:15- 説明資料p.49　See Handout p.33
Internship on Infrastructure Engineering Long-Term Internship 社会基盤工学インターンシップ 長期インターンシップ	Students who wish to take this class must contact Prof. in charge via email. 説明資料p.51　See Handout p.35

12

履修登録: Class Registration

- 工学研究科提供科目Classes offered by the graduate school of engineering
  ➡ KULASISから登録　Through the KULASIS for the next term.
  - 時間割作成（履修科目の選択）Timetable preparation:
    April 2 (Fri.) – April 16 (Fri.)
  - 履修登録（履修科目の決定）Class registration:
    April 17 (Sat.) 0:00 – April 20 (Tue.) 24:00
  - 履修の確認と修正　Confirmation/Change:
    April 23 (Fri.) 0:00 – April 26 (Mon.) 24:00

> 今年度は**対面，オンライン，**または**ハイブリッド**で授業が行われる予定．
> オンライン授業に参加するにはKULASISから該当科目の登録が必要であり，
> 授業の連絡はKULASISおよびPandAを通して行われる．履修科目について
> は早めの登録を（4/7までに）．
> In this academic year, some classes are **face-to-face**, and the others are **online**
> or **hybrid**. To attend online based classes, students need to register applicable
> classes through KULASIS and the information about classes will be available
> through KULASIS and PandA. **Please register as soon as possible** (by **April 7**),
> considering class is started from April 8.

(See Handout p.2)

13

履修登録: Class Registration

- 他研究科および学部提供科目：
  Classes offered by the other graduate schools and faculties:
  ➡ 聴講願の提出により登録　Submit an application form
  - 提出期間 Submission period:　4/2 (Fri) – 4/14 (Wed)
  - 提出先 Place to submit：C-クラスター事務室（教務掛）C-Cluster Office
  - 聴講願用紙はC-クラスター事務室にて配布
    The application form can be obtained at the C-Cluster Office.
  - 指導教員と相談の上，決めること
    Obtain an approval from your supervisor.

- 注意事項　Notes：
  - 履修登録が無い科目の試験を受験することはできない。
    Students are not permitted to take an examination without registration.
  - 時間割作成（履修科目の選択）が終了したら、履修登録科目選択リストを印
    刷し、指導教員の署名（または捺印）をもらった後にスキャンしてポート
    フォリオと一緒にPDFファイルにまとめて指定のメールアドレスに提出する。
    Print out the prepared class timetable and get a supervisor's signature or seal on it,
    and then submit it with your portfolio by e-mail.
  - 1年度後期および2年度前後期も、当該期にその都度登録する。
    Register only for the first semester of the first year this time.

(See Handout p.2)

14

ポートフォリオ: Academic Portfolio

(See Handout p.2 and pp.39-53)

15

ポートフォリオ提出: Submission of Portfolio

> - 期日：**4月12日 (17時)**
>   **Deadline: 12th** April (17:00)
>
> - 原本は各自保管
>   Keep your original one.
>
> - メールによる**電子提出**
>   **Electronic submission** of PDF file by e-mail.
>   kyomu-ceum@adm.t.kyoto-u.ac.jp
>
> - 専攻のwebからファイルをダウンロード
>   You can get the electronic file from the following web site.
>   http://www.um.t.kyoto-u.ac.jp/ja/oncampus/kyomu2021

(See Handout p.2 and pp.39-53)

16

ポートフォリオ提出: Submission of Portfolio

[注意]
- 社会基盤工学専攻の修士課程は<u>主指導教員のサインのみ</u>、都市社会工学専攻の修士課程は<u>主指導教員・2名の副指導教員のサイン</u>が必要。
- 指導教員のサインを得た履修登録科目選択リストと一緒にポートフォリオの最初の3頁をスキャンしたファイルをメールで4/12までに提出する。原本は大切に保管すること（修了判定時に提出）。

[Note]
- The signatures by your supervisors must be original handwriting. Students pursing <u>Master's Course in **Civil and Earth Resources Eng.**</u> (Two-Year only) **do not need** to select sub-supervisors.
- <u>Scan the pertinent pages (first 3 pages) of **portfolio** and your **class timetable**</u> mentioned in the previous slide into one PDF file after you get a supervisor's signature on them and submit by 4/12.

(See Handout p.2 and pp.39-53)

レポート試験 Test reports

- レポート試験とは、教員より与えられた課題に対して、自己の考えるところを文章・図表を用いて解答するものであり、他人の著作物の単なる引用のみで構成されるものは答案とは認められない
- 自己の考えを記述するにあたり、各種の既存の情報を参考にすることは可能であるが、既存情報としてインターネット等から入手した資料（論文・報告書・図表・データなど）を引用（参考資料として、その一部を記載）することは、レポート課題に真に必要なものに留める
- 必要により引用した場合には、参考文献として出典を本文中および末尾に明記する
- 参考文献としての明記がないもの、あるいは明記した場合においても原文とほぼ同等の文章・図表のみで構成され、自己の考えなどの記述が全く見られないものは、故意に行ったか否かにかかわらず不正行為（工学部試験内規第16条）とみなされることがある

- Reports are given tasks from teachers and are to be written in your own words and thoughts. Reports written by copying someone else's words are unaccepted.
- Referring to internet materials to prove your point is acceptable, but make sure the materials relate to your report.
- If you have quoted a reference, cite the source at the end of the report.
- If you have used someone else's words or ideas and did not cite them, the report will be accepted as plagiarism (Laws of Engineering Examination Article 16).

(See Handout p.55)

その他の案内（別途資料あり）
Other information (See documents enclosed carefully)

- 研究公正と倫理
  Research Integrity and Ethics *(専攻Web参照, see our Dept. website)*

- 責任ある学術研究活動のために
  Responsible Academic Research

- 京都大学における研究データの保存について
  Research Data Preservation for Responsible Research@Kyoto University *(専攻Web参照, see our Dept. website)*

- 情報セキュリティー対策のお願い
  Information Security Measures

Slide: Information Security Measures (1) / (2) / (3)

Information Security Measures (1)
Virus and malware protection

- Security incidents occurring in the Graduate School of Engineering and Faculty of Engineering and the causes.
  - Use of P2P file sharing software(most common)→Next slide
  - Malware attack
    Download from untrustworthy website, link in e-mail
  - Password/ID theft
    Weak password, phishing
- On your computers off-campus, e.g., in your home
  - Regularly update OS and applications software.
  - Install anti-virus software.
    Several anti-virus vendors offer their products free of charge (only for non-commercial, personal home use).

Information Security Measures (3)
e-Learning

Take e-Learning courses on information security
- Kyoto University offers various information services:
  - Educational Computer System
  - E-Journals, Databases
  - E-mail
    You can learn the basic security knowledge that is required to use these services.

  http://www.iimc.kyoto-u.ac.jp/en/services/ismo/e-Learning/

(There is a link on the homepage of the Institute for Information Management and Communication.)
Your ECS ID is required to take these courses.

Information Security Measures (2)
Copyright protection, P2P file sharing software

- P2P file sharing software is prohibited on the campus network (KUINS), unless there is a special reason.
  There have been regular cases of people charged with violation of the regulation, because he/she launched a P2P program on his/her laptop in their home and then connected it to the campus network.
- E-resources, such as e-journals, may only be used for private purposes. Any Reproduction and/or distribution are strictly prohibited.
- Do not use any infringing product (known as pirated copy). You should conduct yourself in a sensible manner as a member of Kyoto University and society, even off-campus.

You can access the web page via the left matrix barcode.

Take these courses today.

※If you have not taken the courses, network access on campus may be restricted.
(You may be asked to explain the circumstances.)

http://www.iimc.kyoto-u.ac.jp/en/services/ismo/e-Learning/

Proper Use of Computer Software/Application

- The Copyright Act was revised and enforced in January 2021 in Japan, and the enforcement of the Copyright Act has been tightened.

- Please check the items below and use the computer software properly.
  - ✓ The software should be purchased from authorized distributors, direct from the manufacturer, from the manufacturer's authorized website or manufacturer's official web site. Never use unlicensed software (pirated software, unauthorized licenses, etc.) obtained through non-authorized distribution channels. It is a violation of copyright law if you obtain unlicensed software which has been illegally uploaded.
  - ✓ Crack tools (tools used to illegally modify the software) should not be obtained or used.
  - ✓ The computer software should be properly used according to the "License Agreement". Illegal copying and unauthorized modifications should not be made.
    You must refrain from using software illegally !

傷害保険の加入
Take out accidental insurance

- 学生教育研究災害傷害保険（学研災）および学研災の付帯保険（付帯賠責）があります。インターンシップ参加には必ず必要になりますので，加入してください。また、正課中も含め、日常生活全般での損害賠償責任をカバーする大学生協の学生賠償責任保険（学賠）があります。
  https://www.kyoto-u.ac.jp/ja/education-campus/campuslife/Insurance
  http://hoken.univcoop.or.jp/student/index.html
  説明資料p.2のリンクは間違い

- It is compulsory for foreign students to take the accidental insurance, "Gakkensai" and "Gakubai".
  https://www.kyoto-u.ac.jp/en/current/campus-life/health-management-and-insurance-1/insurance-programs-for-ku-students.html
  https://kyosai.univcoop.or.jp/english/index.html

健康診断 Medical Checkup

- 問診票を事前にWeb入力
  Medical questionnaire should be answered before checkup via Web
  (http://www.hoken.kyoto-u.ac.jp/service/healthcheck/student/)
  (https://www.hoken.kyoto-u.ac.jp/en)

- 学生証と早朝の尿を採取した検尿容器が必要
  Student ID card and Urinalysis Container containing urine taken on the early morning of the checkup.

キャンパス Campus	日時 Date		場所 Location	対象 Notes
桂 Katsura	April 22 (Thu.) Female: Male:	9:30-10:00 13:15-13:45 10:15-11:45 14:00-15:30	船井交流センター2F Funai Center (Second Floor)	桂地区の学生 For Students on Katsura Campus
宇治 Uji	April 20 (Tue.) Female: Male:	9:30-10:30 11:00-13:00	木質ホール　3F Wood Composite Hall (Third Floor)	宇治地区の学生 For Students on Uji Campus

安全教育講習会 Seminar on Safety Education

■ 配布資料あり
　See documents enclosed.

■ 本日のオンライン講習会に必ず出席すること
　Please attend the online seminar today.

■ April 6, 15:30-16:30, zoom

https://kyoto-u-edu.zoom.us/j/
86194914149?pwd=d1llQVUrUWlWVFhXMVgwU3NDdUNidz09

Meeting ID: 861 9491 4149　　Passcode: 690653

対面授業に関する注意事項
Cautions to attend face-to-face classes

■ 検温等による体調管理に留意し，日常生活においても感染防止対策を徹底する．
　Manage your physical conditions by measuring body temperature, and take thorough infection prevention measures in your daily life.

■ 新型コロナウイルス感染が疑われる症状がある場合は，教室での授業への出席を不可とする．
　You cannot attend the class in the classroom when you have suspected COVID-19 symptoms.

■ 授業中は，必ずマスクを着用する．
　Wear a mask in the class.

質問・その他情報
For inquiry and additional information

教務情報は専攻HP
Information is available on the following website:

http://www.um.t.kyoto-u.ac.jp/ja/oncampus/kyomu2021

教務：北根安雄（C1-3-251号室）
Educational Affairs: Yasuo Kitane (C1-3-251)

Contact: kitane.yasuo.2x@kyoto-u.ac.jp