

In the followings, please read

“Tokyo Tech” as “Portal for Science & Engineering Field, Institute of Science Tokyo”

TOKYO TECH PORTAL NEWS

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The Institute of Science Tokyo was established on October 1, 2024, through the integration of Tokyo Institute of Technology (formerly Tokyo Tech) and Tokyo Medical and Dental University (formerly TMDU).

The integration of information infrastructure at Science Tokyo is progressing step by step. As a result, the previous authentication systems, **Tokyo Tech Portal** (for Tokyo Tech) and **TougouID Portal** (for TMDU) are still in operation alongside the new **Science Tokyo Auth. System**. **You will need to use different authentication systems depending on the specific systems and services you wish to access.** This paper explains the **Portal for Science and Engineering**.

HOW TO USE “THE PORTAL FOR SCIENCE & ENGINEERING”

The Portal for Sci & Eng provides you ...

- ▶ Web system for S&F, Human Resource Payroll Web System, etc
- ▶ Use **Library Service**, and access online journals from off-campus (such as home) via **SSL-VPN***
- ▶ Obtain your “Science Tokyo ID”

You can also get **Initial Password** to log in to the Science Tokyo Auth. System for the first time.

LET'S LOG IN TO THE PORTAL FOR SCI & ENG FIELD

Login to the Portal with the “**Matrix Code**”
printed on the backside of the **IC Card****.



← Please log in to the Portal from here

Account: **Staff ID number**
*Printed on the card.

Password:

Initial password is printed on a **separate sheet**.

*Neither numeric character nor space is used in the initial password. O = “O” of Oscar, I = “I” of lima, Period “.”, and/or slash “/” may be used.

Note that upper- and lower- case characters may coexist.

Matrix code ↓

(A table printed on the backside of your IC card)

	A	B	C	D	E	F	G	H	I	J
1	F	H	C	F	A	Q	Q	B	C	D
2	K	E	F	I	H	R	J	Y	X	D
3	I	E	X	J	T	M	X	F	N	R
4	K	V	C	R	P	I	M	J	H	
5	D	H	N	O	P	W	X	Q	X	V
6	A	B	C	D	E	F	G	X	D	I
7	E	C	J	T	M	X	F	N	R	K



Type “DAC”

How to login

1. Open the browser and go to the Portal for Sci & Eng field as follows.
<https://portal.titech.ac.jp>
2. Click the “Agree (Matrix / OTP / Soft Token Auth.)” button.
3. Enter your Account and Password.

Please input your account & password.

Account	
Password	
OK	

If previous page (front page) appears after clicking OK button, you might misspell your account or password. Try it again.

- (4. Choose [Matrix] at “Move to Other Authentication”, and click [OK].
At your first login, no this step.)

5. Enter matrix codes.

[A, 5]	d	* You can use either lowercase or uppercase here!
[A, 6]	a	
[C, 1]	c	

* SSL-VPN = Secure Sockets Layer -Virtual Private Network, off-campus access to the internal network

** IC card for Sci & Eng field = Issued to staff and students who belong to Science and Engineering field

This section explains how to generate a Science and Engineering email address (m.titech address). Some systems on the Portal for Science and Engineering still reference the m.titech address, so we recommend issuing one. However, for everyday use, please use Science Tokyo Gmail (m.isct address), which is the official email service of Science Tokyo.

After you successfully logged in, please try these following initial settings!

I First, click “Password Change”.

For security reasons, never use the same password you are using in other service!

II Next, click “Name Registration”.

Registering your name by roman alphabet by yourself. It is used in the Portal system and especially important for your email account of Tokyo Tech Mail called “m.titech address”.

III Then, make sure to open “Tokyo Tech Mail” once to make officially your email address valid.

Resource menu of the Portal (example)



Example of Tokyo Tech e-mail address
Last name = Ohoka, First name = Taro
⇒ **ohoka.t.ab@m.titech.ac.jp**

* Two characters are assigned automatically by the system.

【 Using Web mail (Tokyo Tech Mail) provided by the Portal for Sci & Eng 】

Since the integration of the two colleges in October 2024, there are some systems working at the same time. As for email addresses, you can continue using “Tokyo Tech Mail” which used to be an official college email system in previously Tokyo Tech.

As for now, regarding Tokyo Tech Mail system, it is scheduled as the following;

【Tokyo Tech Mail】

Cease an issuance of new email account: March 2027 Decommission a mailbox: March 2029

The schedule is subject to change due to various circumstances.

Please note that the schedule may be postponed.

We will announce widely in the college in advance when the operation policy is decided.



FOR USING SCIENCE TOKYO LMS

You can use the Science Tokyo LMS on the Science Tokyo Auth. System.

To use the Science Tokyo Auth. System, you must first confirm your Science Tokyo ID and initial password from the “Science Tokyo ID / Initial Password” menu in the Portal for Science and Engineering. After confirming your Science Tokyo ID and an initial password, please proceed to the initial login for the Science Tokyo Authentication System.

https://www.helpdesk.cii.isct.ac.jp/st/helpdesk/science-tokyo/login_guide-en.html

【How to Log-in】



Tea break... ☪ **To log in to the Portal...**

OTP auth. or Soft Token auth. is so convenient!

【OTP Auth】 【Soft Token Auth】



For One-Time Password auth. (OTP auth), you can log in to the Portal with a time-limited password via your email registered in advance. For Soft Token auth., you can get a password to log in to the Portal via an application on your device like a smartphone. Both authentication methods don't require to use the matrix code table and much more secure than Matrix Auth. We strongly recommend you introduce one of them this time.

Portal login page > Online guides > **One-Time authentication*** <https://portal.titech.ac.jp/new-en/ezguide/otp-login.html>

Soft Token authentication* <https://portal.titech.ac.jp/new-en/ezguide/softtoken-login.html>

You cannot proceed the initial set-up via off-campus network. Please come to Tokyo Tech to connect on-campus network.

《For Inquiries》 **Science Tokyo IT Help Desk**

When you inquiry, please let us know your name, campus mainly belonging, staff number.

E-mail: contact@helpdesk.cii.isct.ac.jp Slack: #st-help-itサポート-情報基盤

Office: Room 405, 4th Floor, Building 8, Ishikawadai Oookayama Campus *the office located directly in front of the escalator*

