

# **Guidebook for MIND Users**

## **Mobile Information Outlet Connection Service**

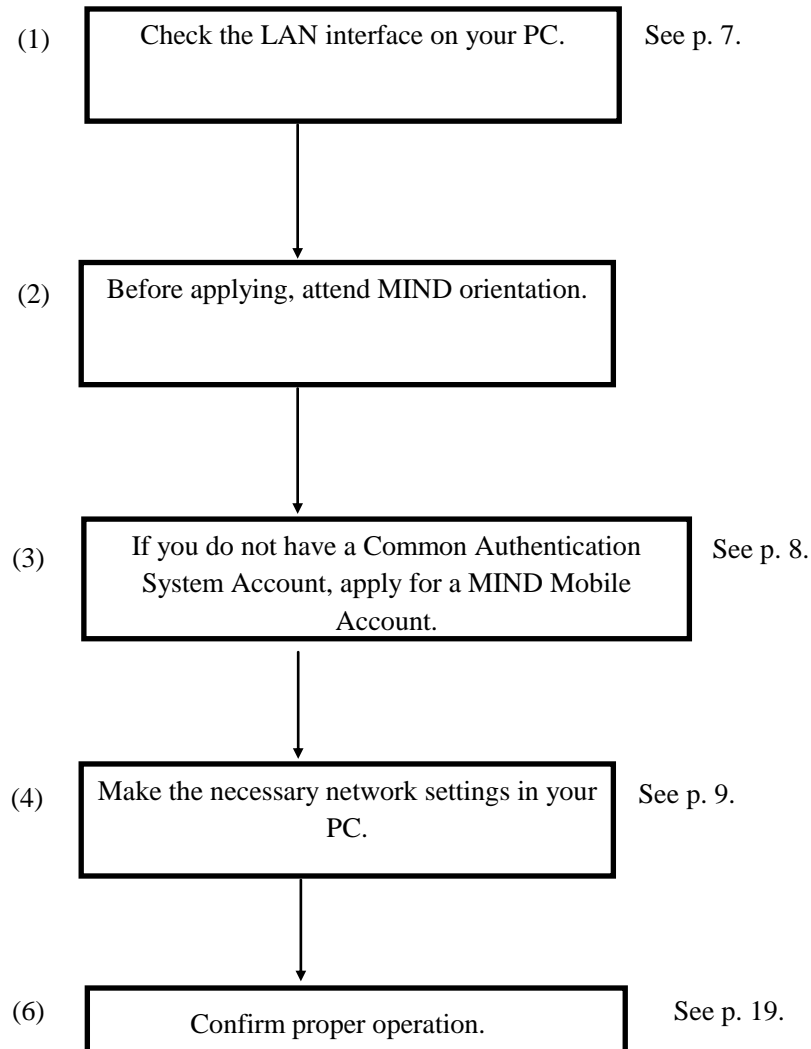
### **(Windows 8 Edition)**

March 31, 2014

Network Promotion Division  
IT Systems & Infrastructure Headquarters

## Procedures for Using Mobile Information Outlet Connection Service

This Guidebook explains how to use the mobile information outlets located on each campus. The procedures are outlined below; see the indicated pages for a more detailed description.



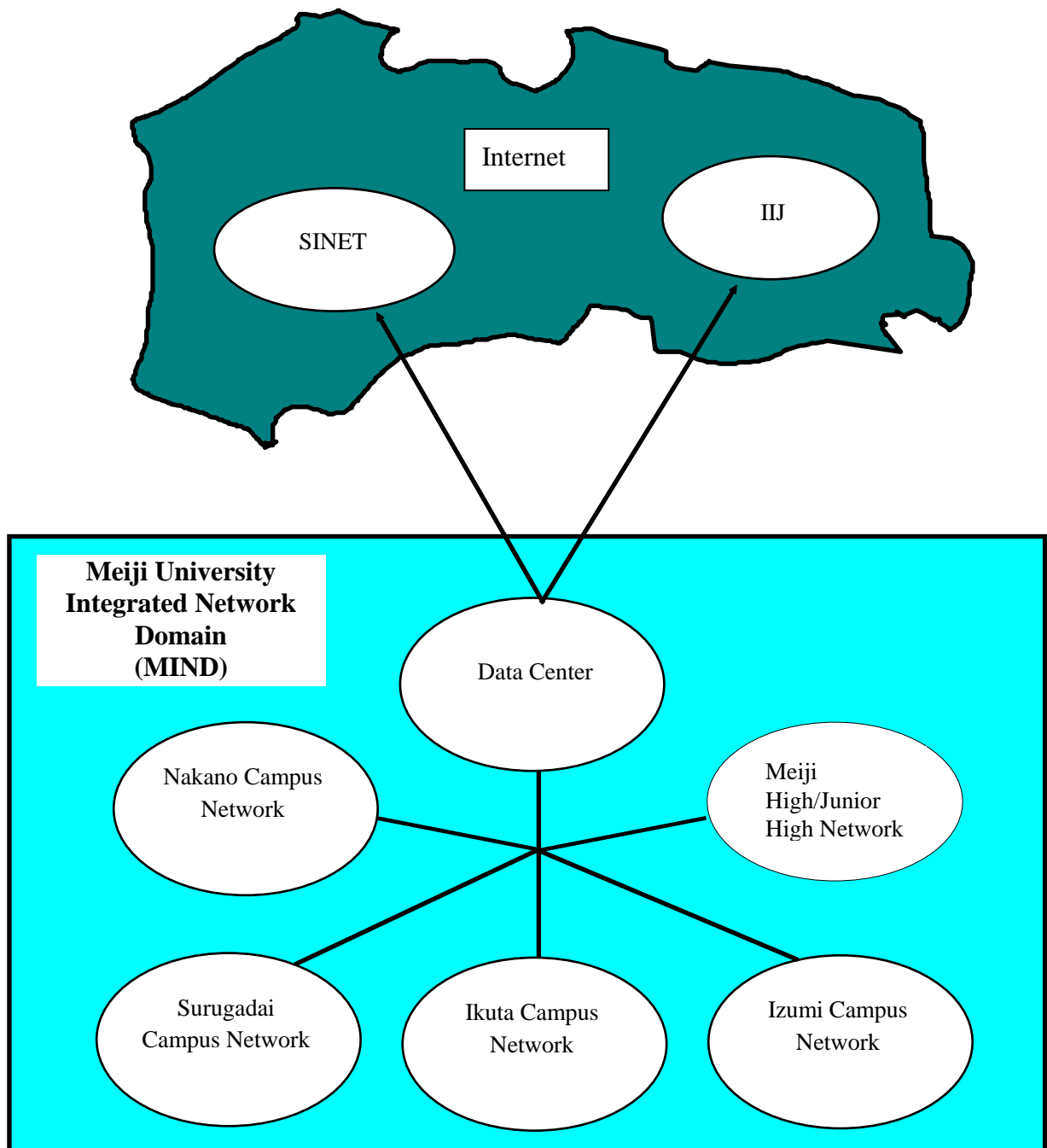
Check by actually connecting your PC to a mobile information outlet and seeing if you can view websites.

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## 1. What Is MIND?

MIND (Meiji University Integrated Network Domain) is the general name for the networks in Meiji University. MIND connects to the science information network SINET operated by the National Institute of Informatics (NII) and to the commercial Internet service provider IJ, as part of the overall Internet (Fig. 1). It can therefore be used for sending e-mail to people all over the world and for viewing Internet websites.



## 2. Connections to MIND

You will need to apply for use before you can connect a computer to MIND for accessing network services. The application procedures are of the following two kinds, depending on how you will be connecting a computer to MIND.

1. Procedure when using a computer located in a research office, laboratory, etc.

→ The person responsible for connection submits a MIND User Application to the IT Systems & Infrastructure Headquarters.

2. Procedure when using MIND Mobile Connection Services

(1) Mobile Information Outlet Connection Service

A service used for temporarily connecting to the network from a mobile information outlet installed on each campus.

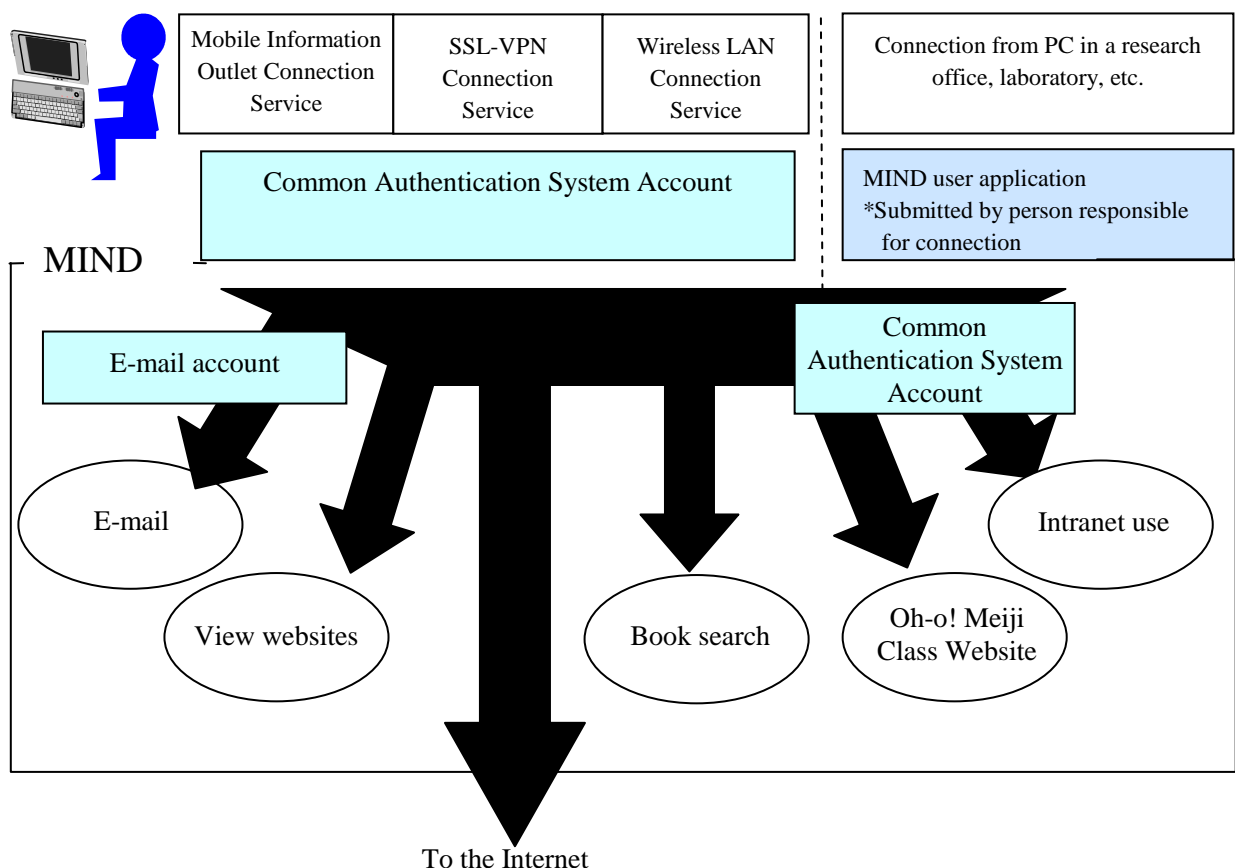
(2) SSL-VPN Connection Service

A service for temporarily connecting to the university network from home, overseas, or other off-campus location using the Internet.

(3) Wireless LAN Connection Service

→ The individual user connects with a Common Authentication System Account.

(Those without such an account will need to apply for a MIND Mobile Account.)



**Fig. 2. Types of MIND Connections and Available Services**

\* After connecting to MIND, you will be able to make use of the e-mail service provided by the IT Systems & Infrastructure Headquarters, the book search service provided by the university libraries, and other services.

### **3. What Is Mobile Information Outlet Connection Service?**

Mobile Information Outlet Connection Service lets you temporarily connect a notebook PC or other terminal to the university network (MIND) by plugging in to one of the mobile information outlets located on each campus.

By taking advantage of this connection service, you can use your own PC to access a WWW server and view websites, to send and receive e-mail, to use online library services, or to make use of other services provided by MIND, the IT Systems & Infrastructure Headquarters, the university libraries, and others.

This Guidebook describes the procedure for connecting a PC to a mobile information outlet on a campus and notes precautions in use.



**Fig. 3-1. Information Outlet**



**Fig. 3-2. LAN Interface**

## 4. Before Using Mobile Information Outlet Connection Service

### 4.1. Required Equipment

The Mobile Information Outlet Connection Service specifications are as follows.

Software: Must support TCP/IP

Must support DHCP

Hardware: Must support 10BASE-T or 100BASE-TX

TCP/IP is the name of standard protocol used with the Internet and other network communications.

DHCP is a function that automatically sets in a network-connected PC the minimum necessary configuration information for network communication, such as IP address and gateway address.

This functionality is standard provision in recent PC operating systems such as Microsoft Windows (XP, Vista, and 7) and Apple Macintosh (Mac OS X 10.x).

Note: The explanations in this Guidebook primarily assume Microsoft Windows 8 as the OS and Internet Explorer 10.x or Firefox 21.x as the web browser. If you need help with another OS or web browser, contact the support desk on your campus (see p. 24).

### 4.2. Mobile Information Outlet Locations

Mobile information outlets are installed in the following locations (as of April 1, 2013).

See the following page for details of the locations.

<http://www.meiji.ac.jp/mind/mobile-concent/index.html>

#### • Surugadai Campus

- Liberty Tower (Central Library, all classrooms, seminar rooms, lounges, graduate student research offices, etc.)
- Academy Common (30-student classrooms, study hall 2 on 11th floor, etc.)
- Building No. 14 (2nd, 3rd, and 5th floors, graduate student research offices, etc.)
- Sarugakucho Building
- Conference rooms, etc.

#### • Izumi Campus

- Media Building (classrooms, study halls [brought-in PC area], faculty lounge, staff information terminal room)
- Building No. 1 (basement lounge, 2nd floor east lounge, 3rd floor east lounge and north lounge, 4th floor north lounge)

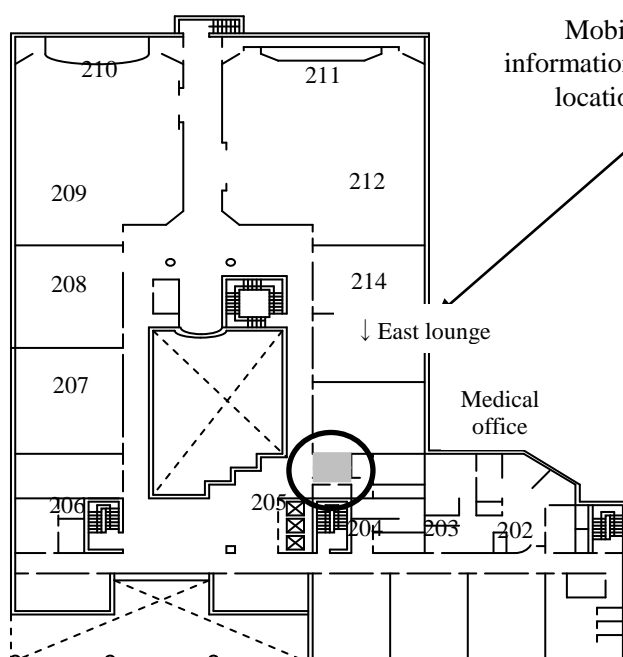
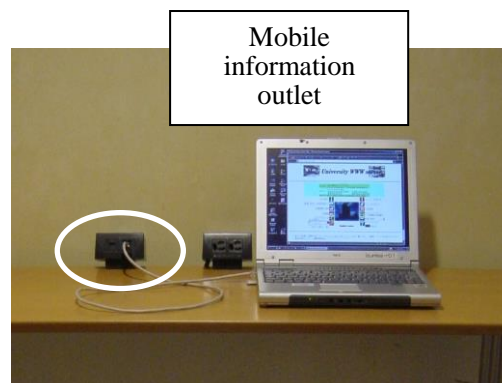
#### • Ikuta Campus

- Main Building (3rd and 4th floors)
- Library (2nd floor reference collection area)
- Student Center (2nd and 3rd floor lounges)
- Cafeteria (1st floor lounge)

- **Nakano Campus**

- Classrooms (high rise wing, 311, 413, 515, 516)
- Lounge (high rise wing, 3rd, 6th, 7th, 9th and 13th floors)

Examples of locations on Izumi and Ikuta Campuses are shown below.



2F, Izumi Campus Building No. 1



2F, Ikuta Campus Library

### 4.3 Accounts for Using Mobile Information Outlet Connection Service

Mobile Information Outlet Connection Service can be used with a Common Authentication System Account.

University staff and students having a Common Authentication System Account can use Mobile Information Outlet Connection Service without needing to perform any procedures in advance.<sup>(\*)</sup>

<sup>(\*)</sup> Students must attend MIND orientation before they can use MIND Mobile Connection Services.

Persons not having a Common Authentication System Account (mainly research promoters, research assistants, and visiting fellows) will need to apply separately for a **MIND Mobile Account**.

Applying for a MIND Mobile Account is done by submitting a user application form. For more information, ask your school office, research promotion and intellectual property office, or other affiliated office.

**Inquire at the campus support desk regarding questions about usage.**

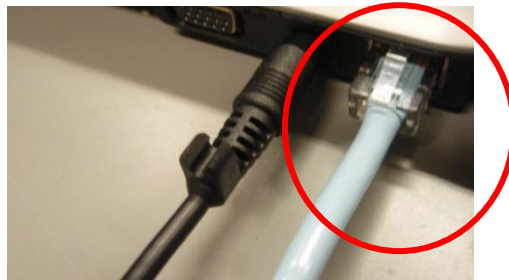


## 5. Network Setup

After obtaining a MIND Mobile Account (if needed) and readying the necessary equipment, you will need to configure the network settings on the PC for connection to a mobile information outlet. The actual setup procedure on a typical PC is explained here.

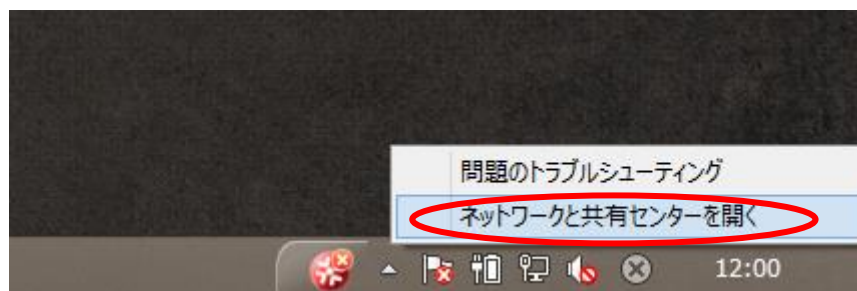
- (a) Confirm the LAN connector on your PC and connect it to a mobile information outlet with a LAN cable (straight) (Fig. 5-1-1).

Note: Make sure to use a straight LAN cable (not a crossover cable).



**Fig. 5-1-1. Connecting the LAN Cable**

- (b) An icon of a wireless LAN is right-clicked. Next a network center "is opened" more than a pull-down menu, it's clicked.



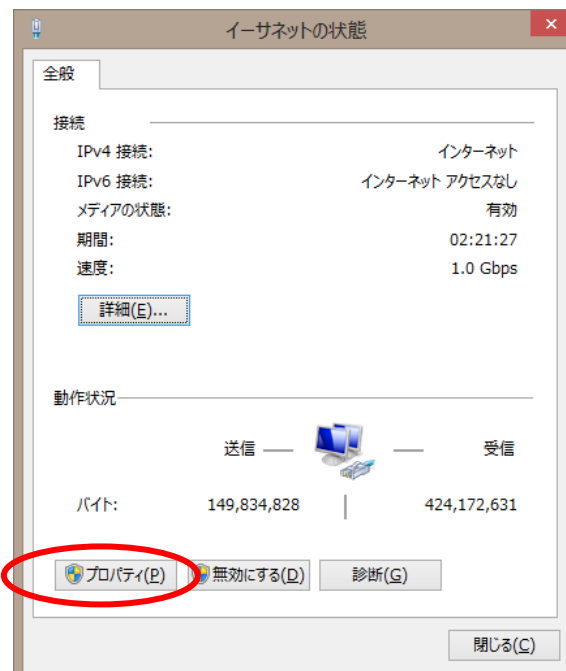
**Fig. 5-1-2. Selecting Networks and Sharing Center**

(c) When the Network and Internet window appears, select Network and Sharing Center. When the Network and Sharing Center window appears, click Connection under View your active networks.



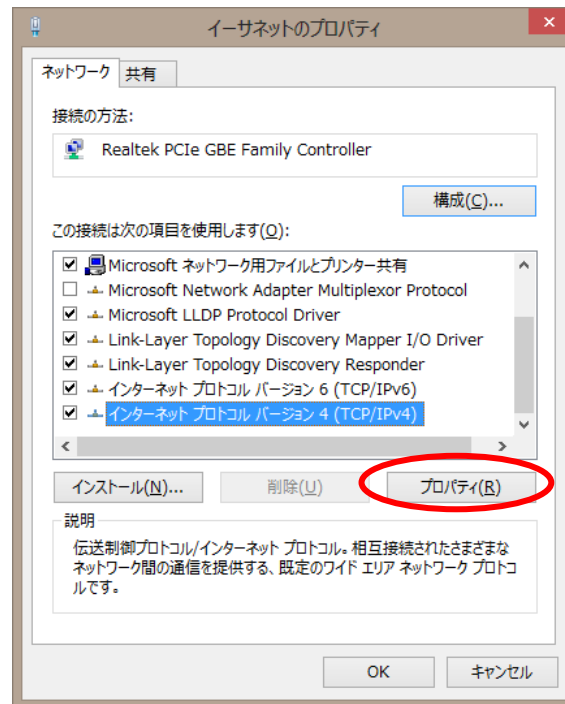
**Fig. 5-1-3. Selecting Ethernet**

(d) On the Ethernet Connection Status window that appears, click Properties



**Fig. 5-1-4. Ethernet Status Window**

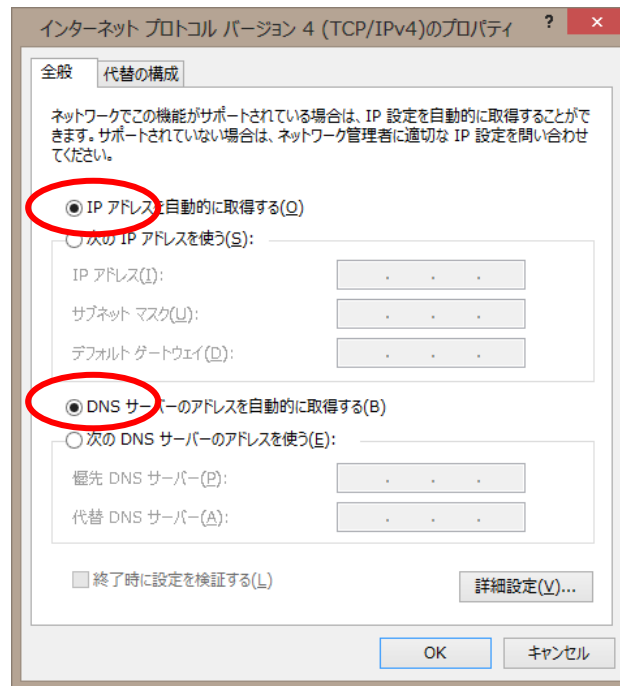
- (e) In the Ethernet Properties window, select Internet Protocol Version 4 (TCP/IPv4) and click the Properties button.



**Fig. 5-1-5. Ethernet Properties window**

(f) In the Internet Protocol Version 4 (TCP/IPv4) Properties window, on the General tab select "Obtain an IP address automatically" and "Obtain DNS server address automatically," then click OK (Fig. 5-1-6).

**Note: If there are values set under "Use the following IP address" and "Use the following DNS server addresses," write them down in case it is necessary to restore the PC to previously used settings.**



**Fig. 5-1-5. Internet Protocol Version 4 (TCP/IPv4) Properties window**

(g) Clicking OK in the Local Area Connection Properties window completes the network setup .

## 6. Web Browser Settings

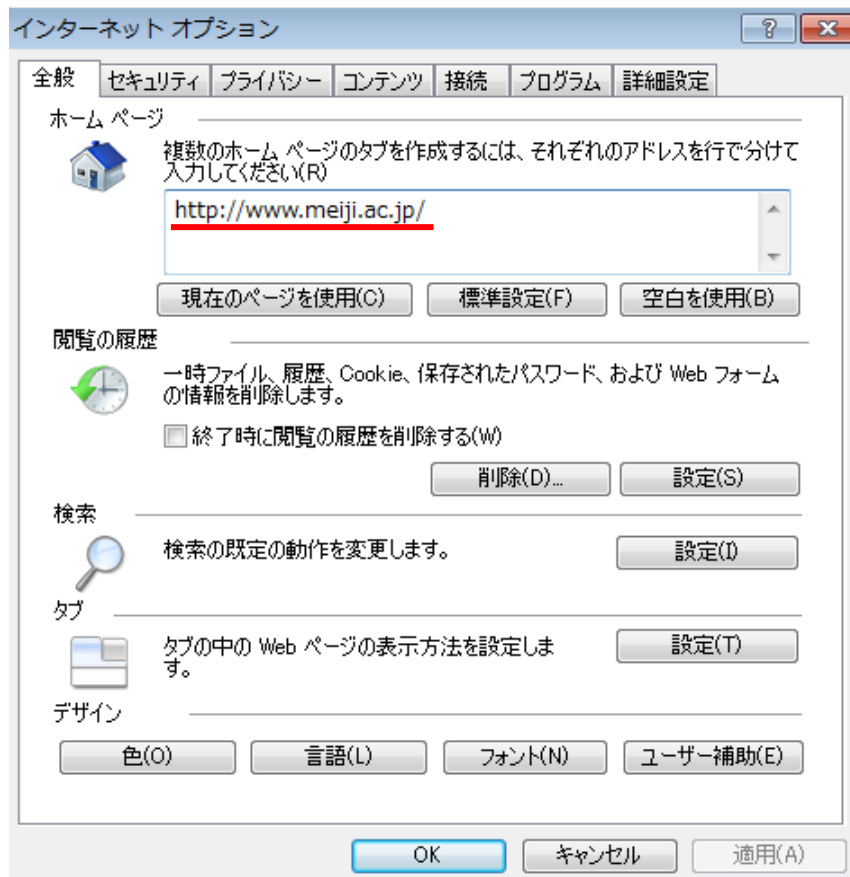
### 6.1. Internet Explorer 11

- (a) Launch Internet Explorer from the desktop, Start menu, taskbar, etc., click the Tool icon displayed in the upper right, and select Internet Options (Fig. 6-1-1).



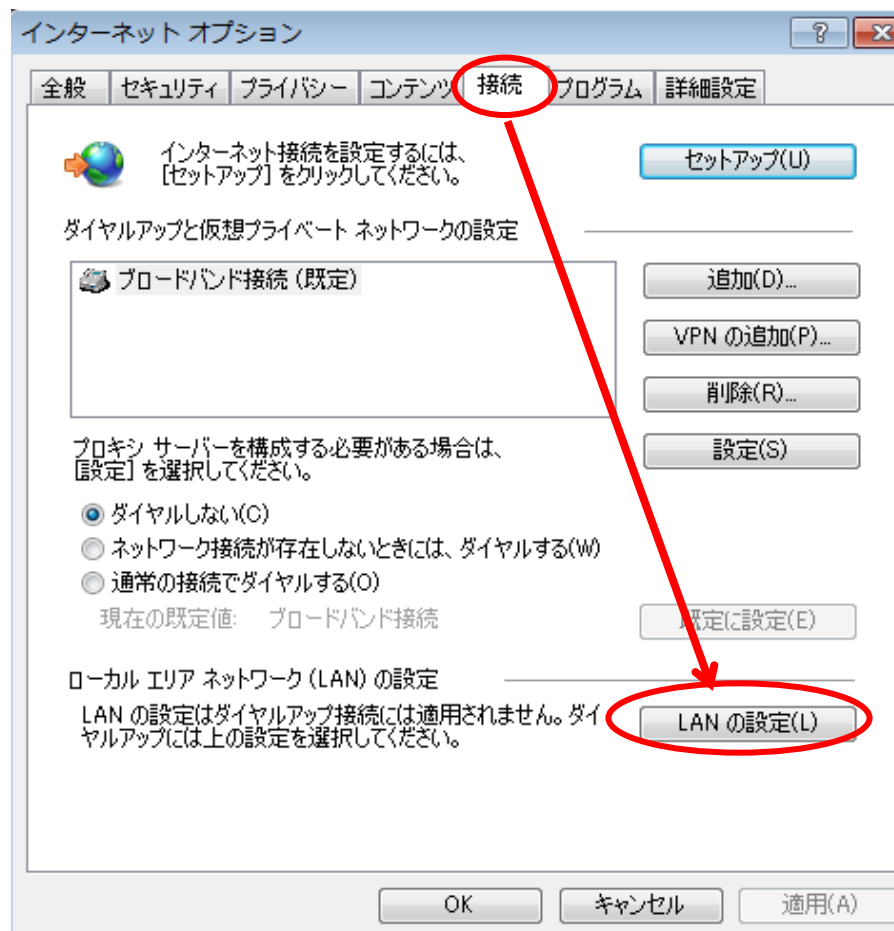
Fig. 6-1-1. Selecting Internet Options from the Tools Menu.

- (b) On the General tab of the Internet Options window, enter **http://www.meiji.ac.jp/** as the Home page .



**Fig. 6-1-2. Internet Options Window**

- (c) Now open the Connections tab in Internet Options, and in the Local Area Network (LAN) settings section, click the LAN settings button (Fig. 6-1-3).



**Fig. 6-1-3. Selecting LAN Settings on the Connections Tab**

- (d) In the "Local Area Settings(LAN)" window, uncheck all the checkboxes and click the "OK" button(Fig. 6-1-5).

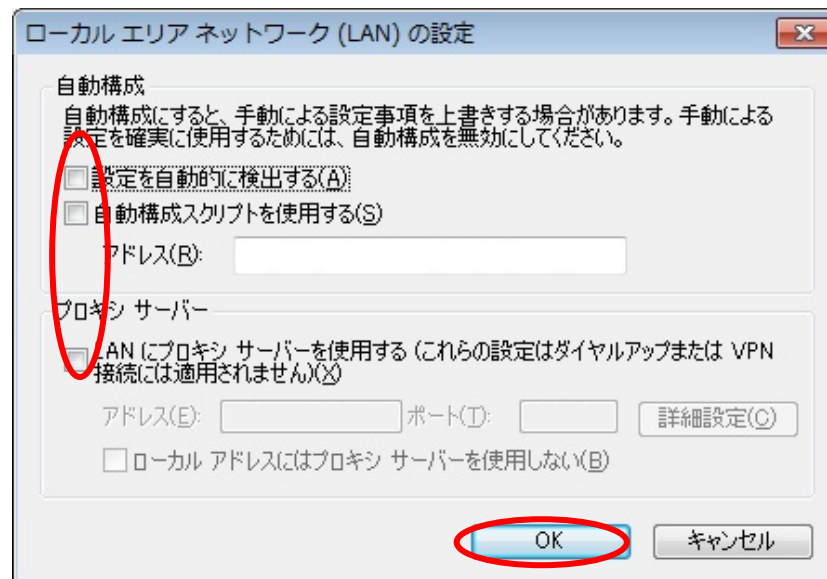


Fig. 6-1-4. Local Area Network (LAN) Settings Window

- (f) Click OK in the Internet Options window to complete the setup for Internet Explorer 10.x.

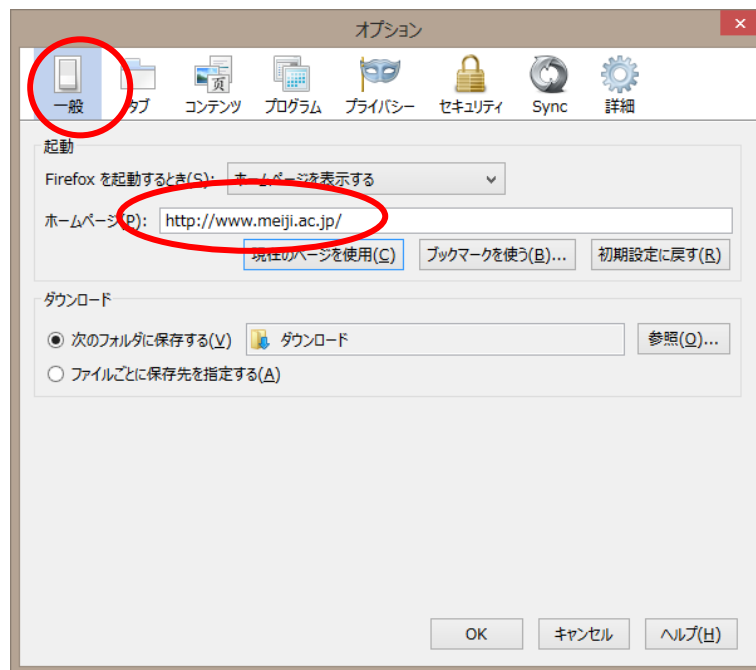
## 6.2. Mozilla Firefox 3.x

- (a) Click Tools in the menu bar on the top of the browser and select Options.

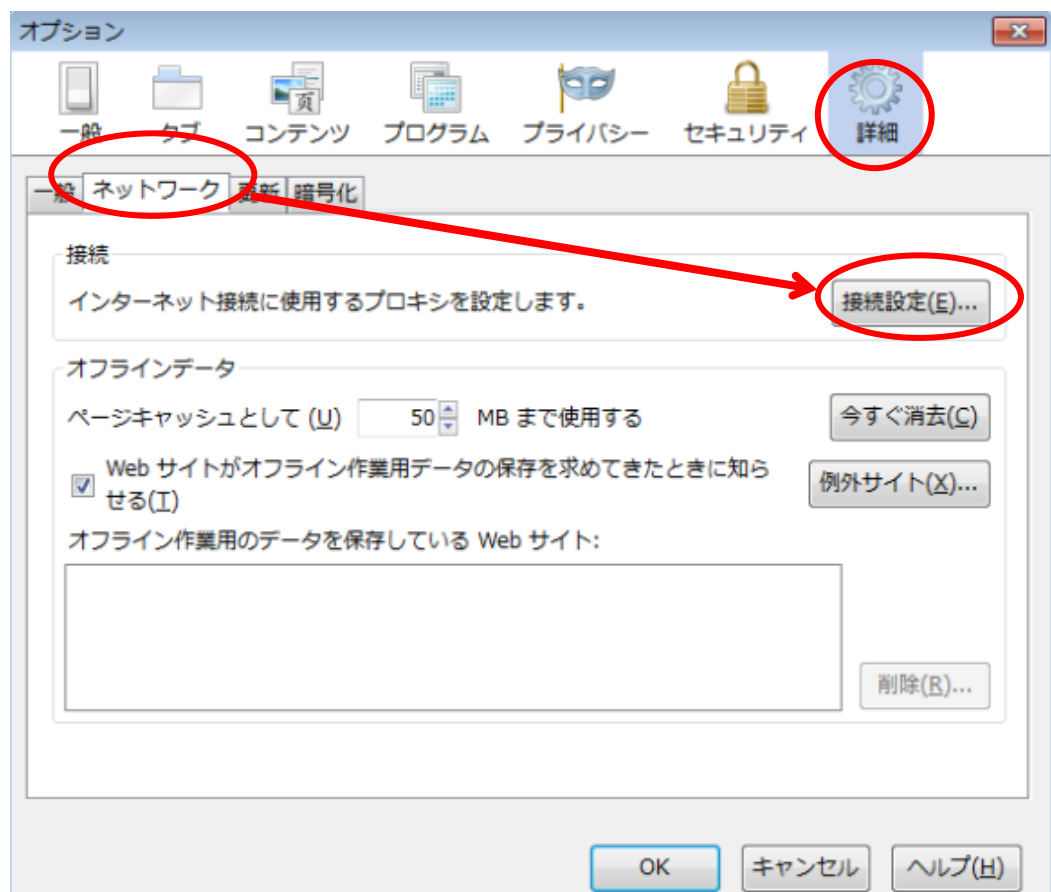




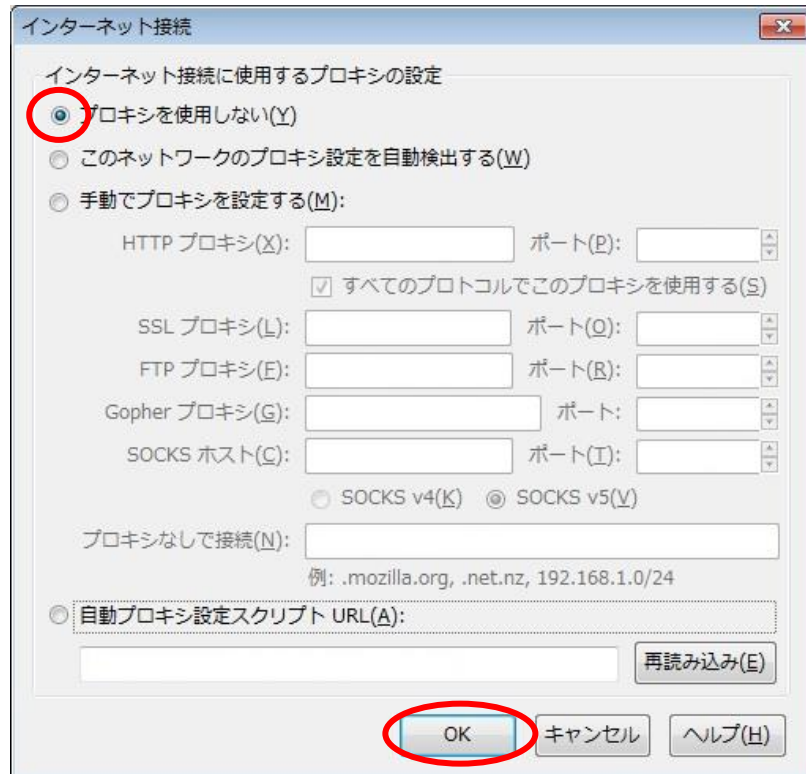
- (b) Click General in the Options window and enter <http://www.meiji.ac.jp/> for Home Page in the Startup section.



- (c) Now click Advanced in the Options window, open the Network tab, and in the Connection section click Settings.



- (d) In the "Connection Settings" window, select the "No proxy" option and click the "OK" button.



**Fig. 6-2-5. Connection Settings Window**

- (e) Click OK in the Options window to complete the settings in Mozilla Firefox 3.x.

## 7. Viewing Websites

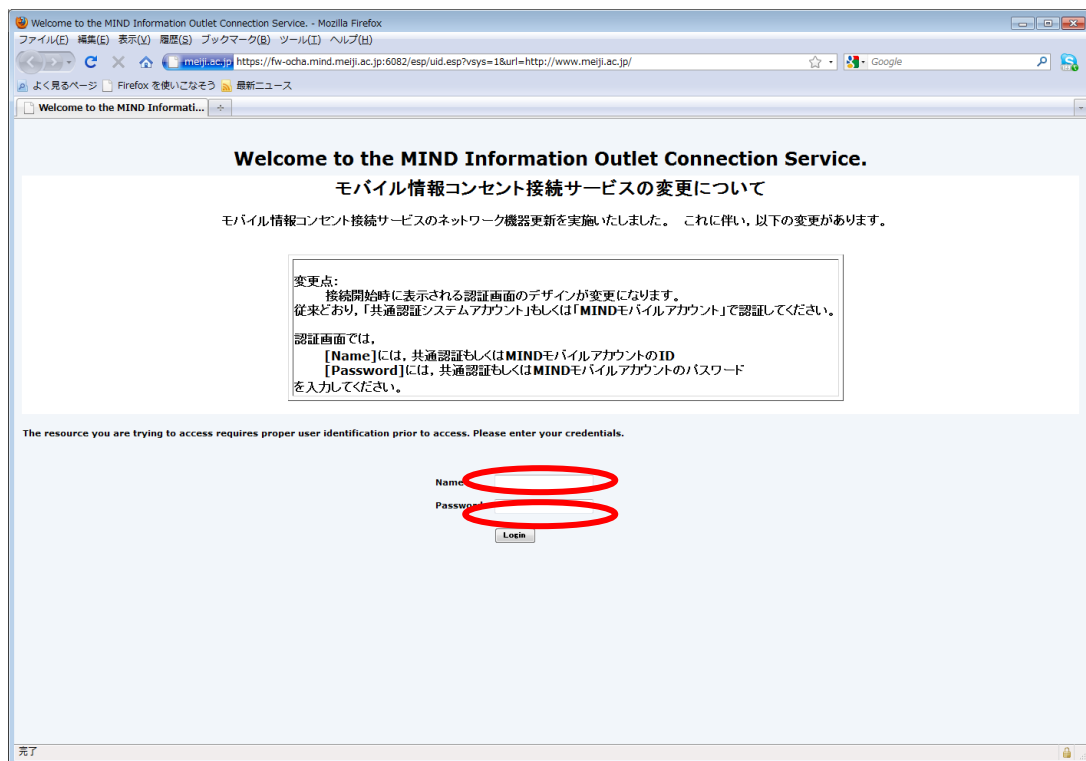
Now try viewing the Meiji University website.

- (a) Open a web browser.
- (b) Upon launching, a login window appears for entering your user name and password.
  - Internet Explorer 10.x (Fig. 7-1)



Fig. 7-1. User Name and Password Entry

- Mozilla Firefox 3.x (Fig. 7-2)



**Fig. 7-2. User Name and Password Entry**

- (c) In this dialog box, enter your login name and password for the Common Authentication System Account (or for those not having one, your MIND Mobile Account) and click the OK button.

- (d) If authentication succeeds with the login name and password, the Meiji University website loads (Fig. 7-3).



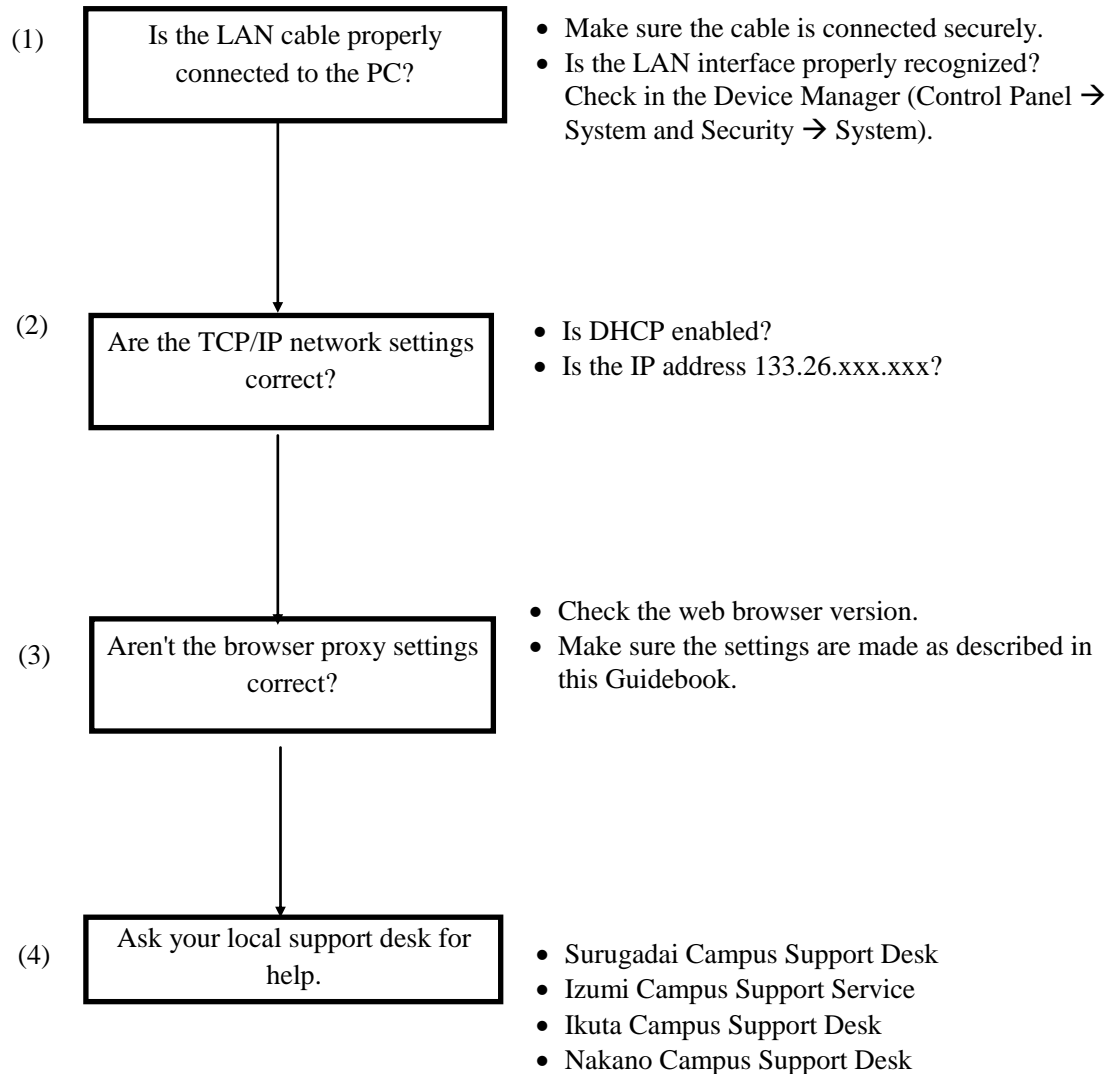
**Fig. 7-3. Meiji University Website**

- (e) Confirm that you can access off-campus sites, such as those in your Favorites list. If you run into problems, try the suggestions at 8. Troubleshooting.

## 8. Troubleshooting

Are you having trouble with the network setting? Are you unable to view websites? First check the items below. This will help you determine where the problem lies (faulty hardware, a mistake in software settings, etc.). If you cannot determine a solution, contact your campus support desk.

The measures suggested to the right of each item assume Windows as the PC OS.



## **9. Where to Inquire about Network Connections and Trouble**

### **Surugadai Campus:**

Surugadai Campus Support Desk

Location: 7F, Building No. 12

Tel.: 03-3296-4286 (Ext.: 4286)

Location: 7F, Liberty Tower

Tel.: 03-3296-2389 (Ext.: 2389)

Media Support Office

Location: 7F, Building No. 12

Tel.: 03-3296-4438 (Ext.: 4438)

### **Izumi Campus:**

Izumi Campus Support Service

Location: 1F, Izumi Media Building

Tel.: 03-5300-1190 (Ext.: 1190)

Izumi Media Support Office

Location: 1F, Izumi Media Building

Tel.: 03-5300-1189 (Ext.: 1189)

### **Ikuta Campus:**

Ikuta Campus Support Desk

Location: 5F, Main Building

Tel.: 044-934-7711 (Ext.: 7711)

Ikuta Media Support Office

Location: 5F, Main Building

Tel.: 044-934-7710 (Ext.: 7710)

### **Nakano Campus:**

Nakano Campus Support Desk

Location: 4F, Low Building

Tel.: 03-5343-8072 (Ext.: 8072)

Nakano Research and Education Support Office

Location: 3F, Low Building

Tel.: 03-5343-8012 (Ext.: 8012)

## 10. Reference URLs

Meiji Univ. website	<a href="http://www.meiji.ac.jp/">http://www.meiji.ac.jp/</a>
MIND website	<a href="http://www.meiji.ac.jp/mind/">http://www.meiji.ac.jp/mind/</a>
IT Systems & Infrastructure Headquarters	<a href="http://www.meiji.ac.jp/isc/">http://www.meiji.ac.jp/isc/</a>
Support Desk	<a href="http://www.meiji.ac.jp/mind/support/office.html">http://www.meiji.ac.jp/mind/support/office.html</a>
MIND Mobile Account user application	<a href="http://mobile.mind.meiji.ac.jp/">http://mobile.mind.meiji.ac.jp/</a>