School Administrative System

- Portal -

CAMPUS SQUARE

Kyushu NS Solutions

九州NSソリューションズ株式会社

1. Portal Screen Default Display

CAMPUSSQUARE

(1) Portal top screen (before login)

This page is linked from the university top page. You will first see the pre-login portal top page.

The university top page is intended to display information suitable for anyone outside the university. The portal top page displays information intended for current university students, but only that which is also suitable for viewing those outside the university.

Pre-login portal top page

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1. Portal Screen Default Display

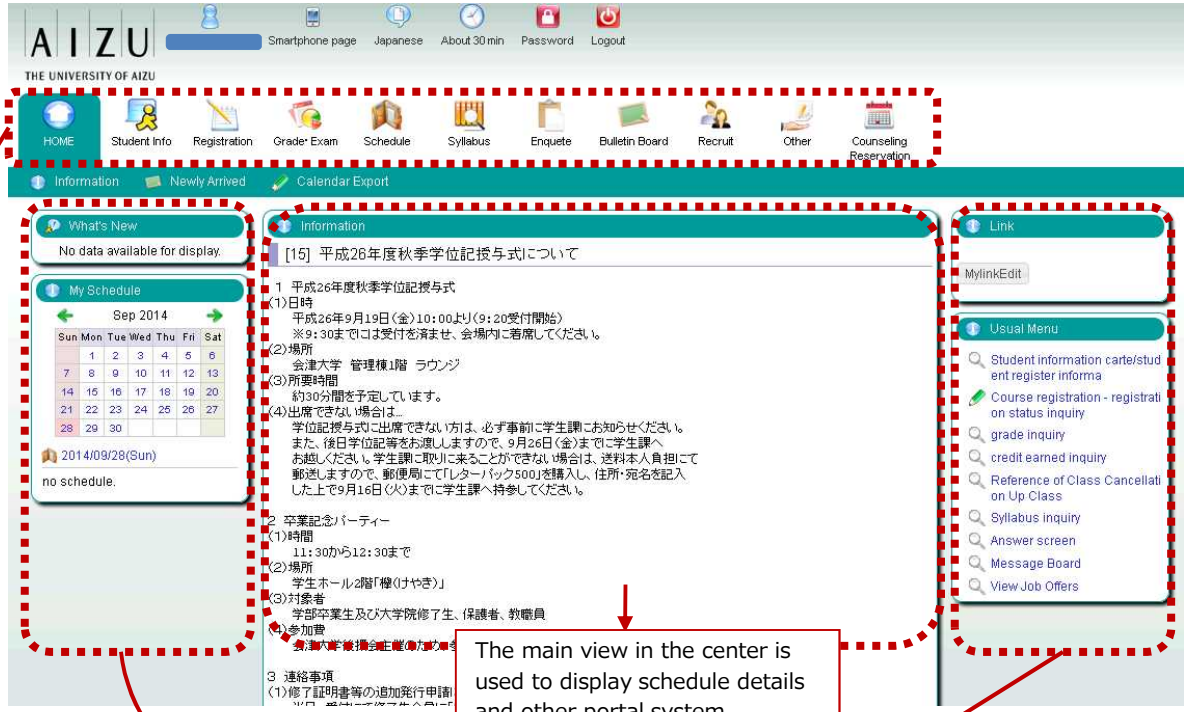
CAMPUSSQUARE

(2) Portal top screen (after login)

After logging in from the pre-login portal top page, a screen tailored to the specific user type (student, faculty, staff, administrator) will be displayed.

Login page

Portal top page



Using the top menu, you may navigate quickly to the desired feature.

The layout uses icons to represent features, making visual identification easy.

The main view in the center is used to display schedule details and other portal system information.

By default, the commonly used menu, What's New and Schedule features are shown to the side, allowing easy access even while using other features.

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(1) Navigation Menu

Following navigation menu will be shown on the portal top page.
By clicking each icon, functions will be displayed on the green bar.

HOME — Information／Newly Arrived／Calendar Export

Student Info — Notice／Student Information

Registration — Curriculum Information／Evaluation／Qualification Evaluation／Course registration／ Graduate Thesis (Graduate Thesis Theme List／Graduate Thesis Theme Applications／Graduate Thesis Assignment List)

Grade• Exam — View Grades／Credit earned inquiry／View Regular Exam Schedule(Student View)

Schedule — Schedule Management ／Calendar Export ／ View Class Cancellations and Makeup Classes／ View Facility Use Status

Syllabus — Syllabus inquiry

Enquete — View Questionnaire Responses and Results

Bulletin Board — Newly Arrived／Message Board

Recruit — View Companies／View Job Offers／Preferred Career Path Entry／Enter Career Decision／View Graduates／Enter Job-hunting Activities／Guidance Information View/Apply／Request Employment and Education Certificates

Other — Web Link Entry Link List ／Forum

Counseling Reservation — Counseling Reservation／View Counseling Reservation

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2. Page Regarding Main Features

(2)便利な機能

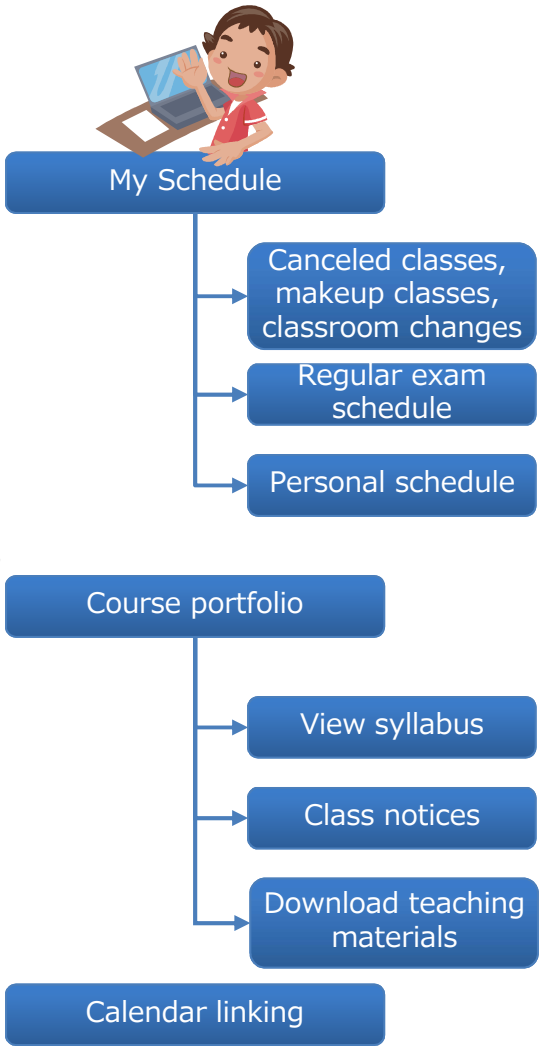
① Checking assignments addressed to you
→ You may review various notices using the "What's new" feature

② Registering and viewing events for class or personal schedule
→ You may use the "My Schedule" feature to review course schedule, class cancellations, makeup classes, classroom change information, regular exam schedule and your personal schedule.

You may specify a URL which external calendar management applications can use to import academic calendar class schedule and regular exam information.

③ Viewing a summary of your subjects
→ The "Course portfolio feature" allows course information to be managed for individual courses. Dividing by course along an axis, you may view syllabus information, check class notices and download teaching materials.

④ Registering commonly used features and sites in the portal
→ The "My links" features allows easy navigation within the portal. Course registration, grade confirmation and other commonly used CampusSquare features can be accessed quickly through the "My links" feature without navigating through the standard top menu.



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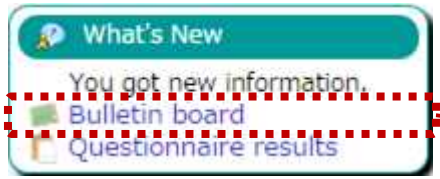
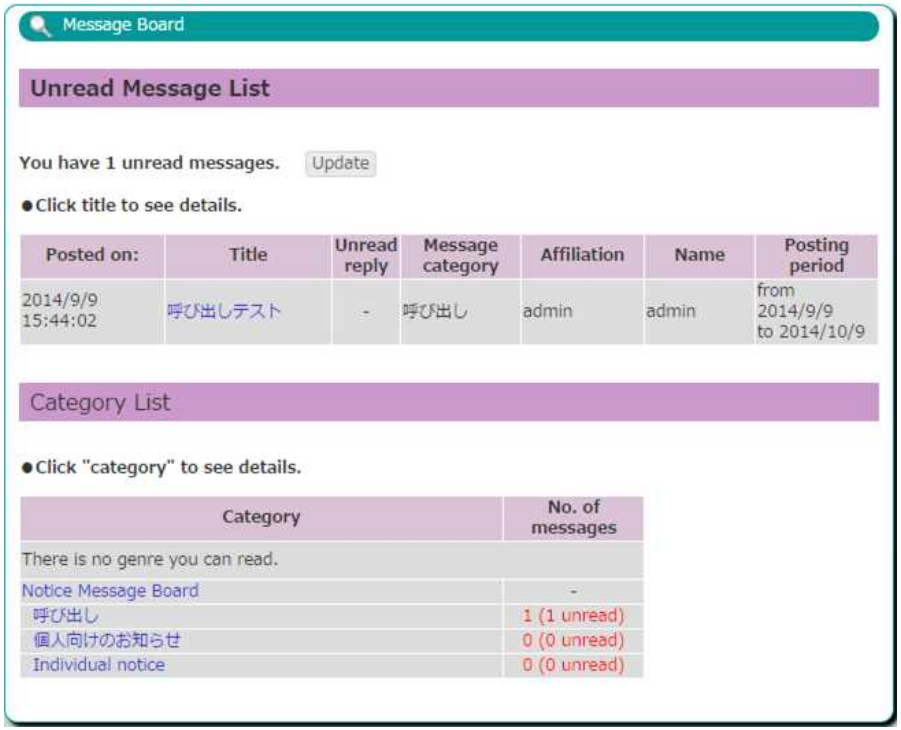
(1) What's new

Notices, questionnaires, assignments and variety of information will appear on the portal top screen when updated.

* Clicking the "...details" link for each item will display the detailed screen for that item.





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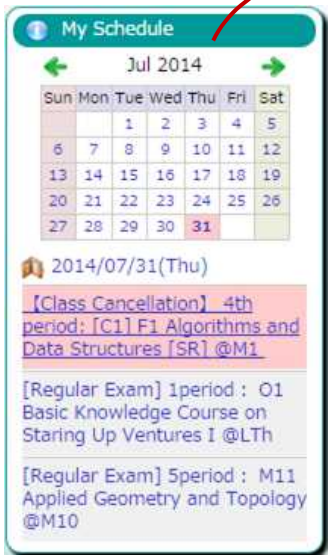
(2) My Schedule

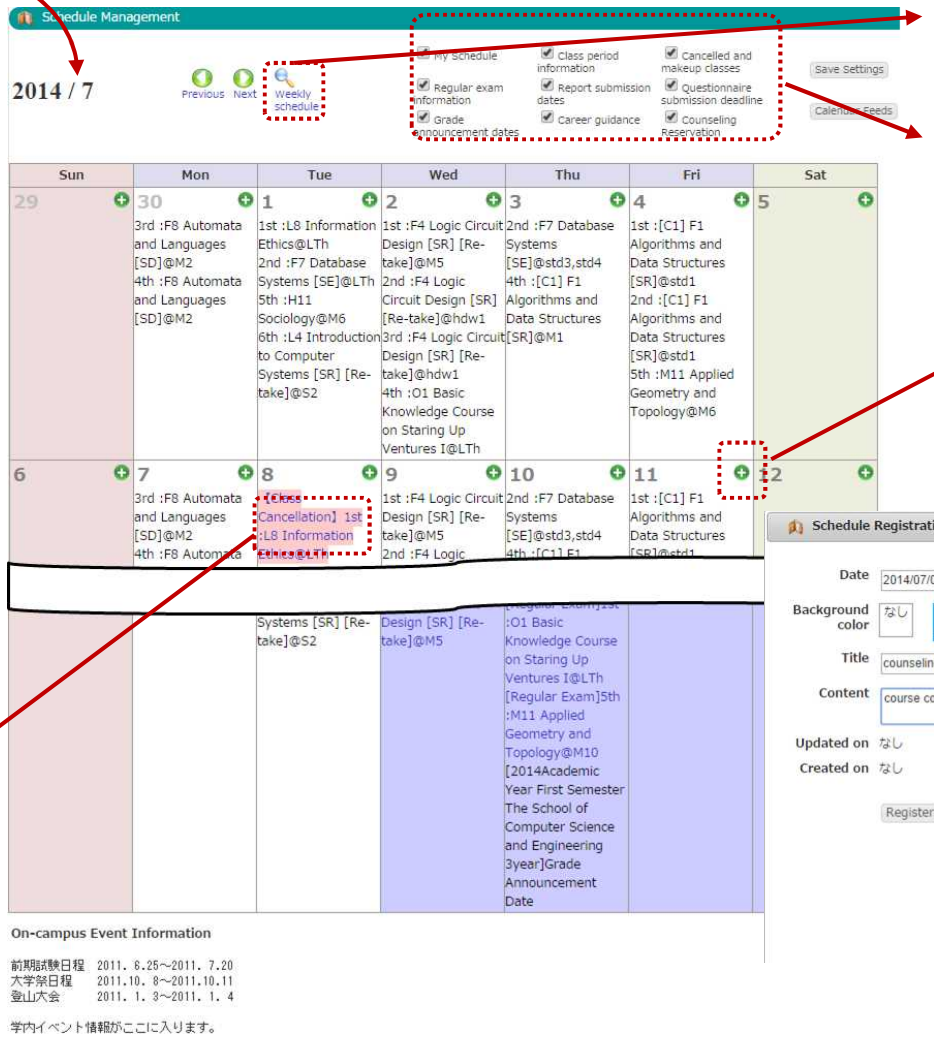
This feature will display the class schedule, canceled classes, makeup classes, classroom changes and regular examinations for your current courses.



* The portal top screen displays the schedule for the current day.

* By changing the selected date, you may review the schedule for other days.

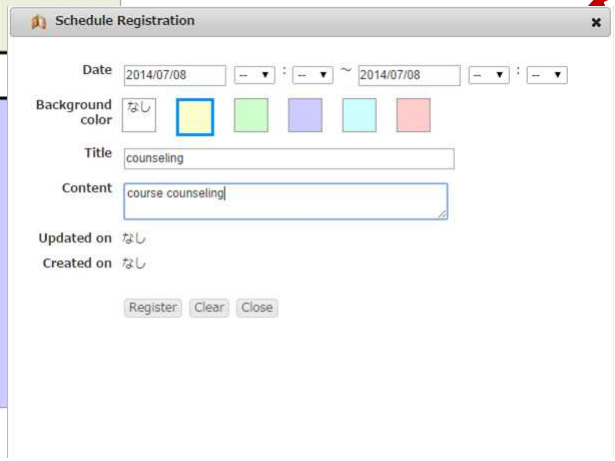
* Items may be assigned tags and colors for easy viewing.



* The calendar may be viewed using weekly or monthly display.

* You may filter the type of schedule entries displayed by selecting specific entry types. This allows efficient display of only the required schedule items.

* Clicking the icon will display the schedule registration screen for that date.



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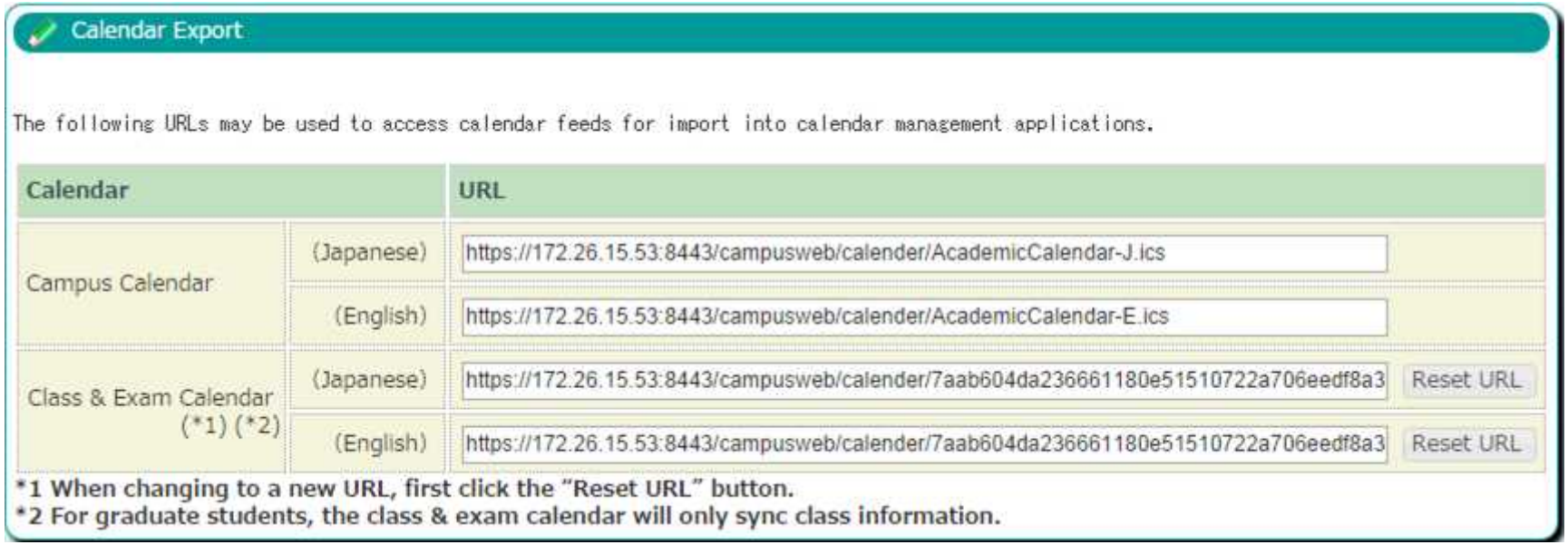
(3) Calendar linking

① This feature allows public access to a file which may be imported into external calendar applications to access campus calendar information, student course info (including canceled and makeup classes, classroom changes), regular examination details and faculty instructed course info (including canceled and makeup classes, classroom changes).

② Personalized calendar file link URLs may be reset by clicking the reset button.



Calendar linked items: The following will be displayed at the title.
Normal: E2 Intermediate English
canceled: [canceled] E2 Intermediate English
makeup: [makeup] E2 Intermediate English
Room change: [Change] E2 Intermediate English
Regular Exam: [Exam] E2 Intermediate English
Report: [Report] E2 Intermediate English
Calendar items: Location will be displayed in the location field.

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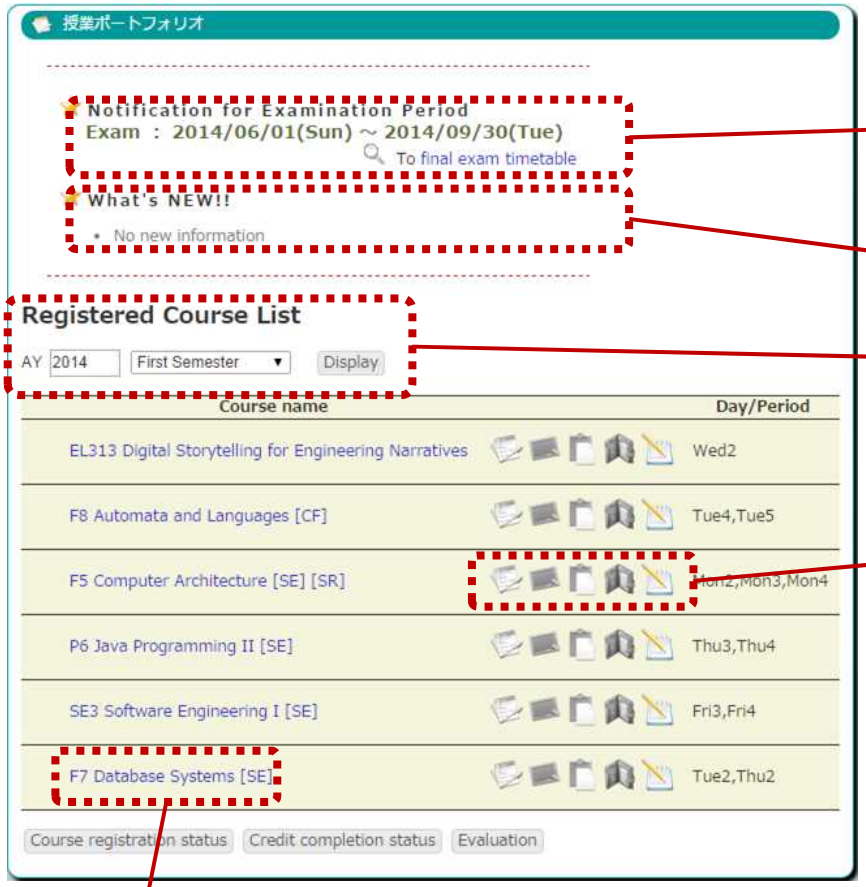
(4) Course Portfolio



* A notice such as this will appear during course registration or regular examination periods.

* Any notices for the currently displayed courses will be displayed here.

* This screen will display information from the current academic year and semester.
* You may also specify a year and semester to view past course portfolio information.

* Each button links to the detailed portfolio page for the respective item.
Relevant information will appear at the top of the screen.

* This page displays a list of subjects registered for the specified year and semester.
* Click a subject name to display the detailed portfolio screen.

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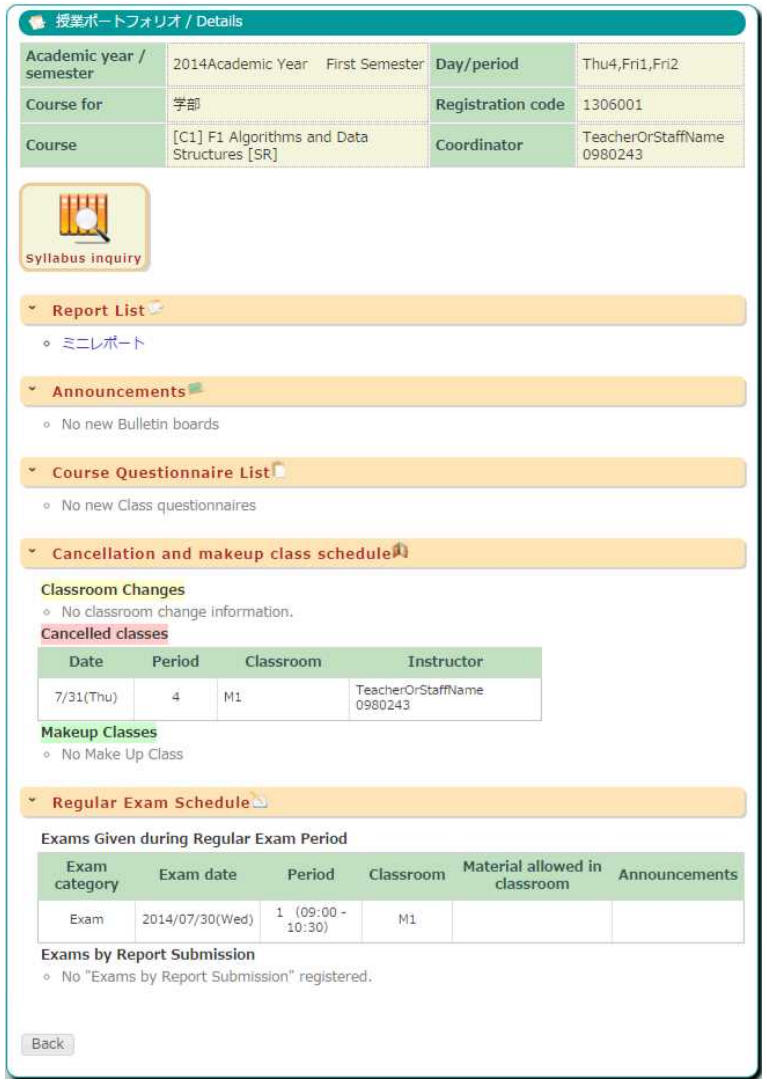
(4) Course Portfolio

This page displays an overview of information related to the selected subject.



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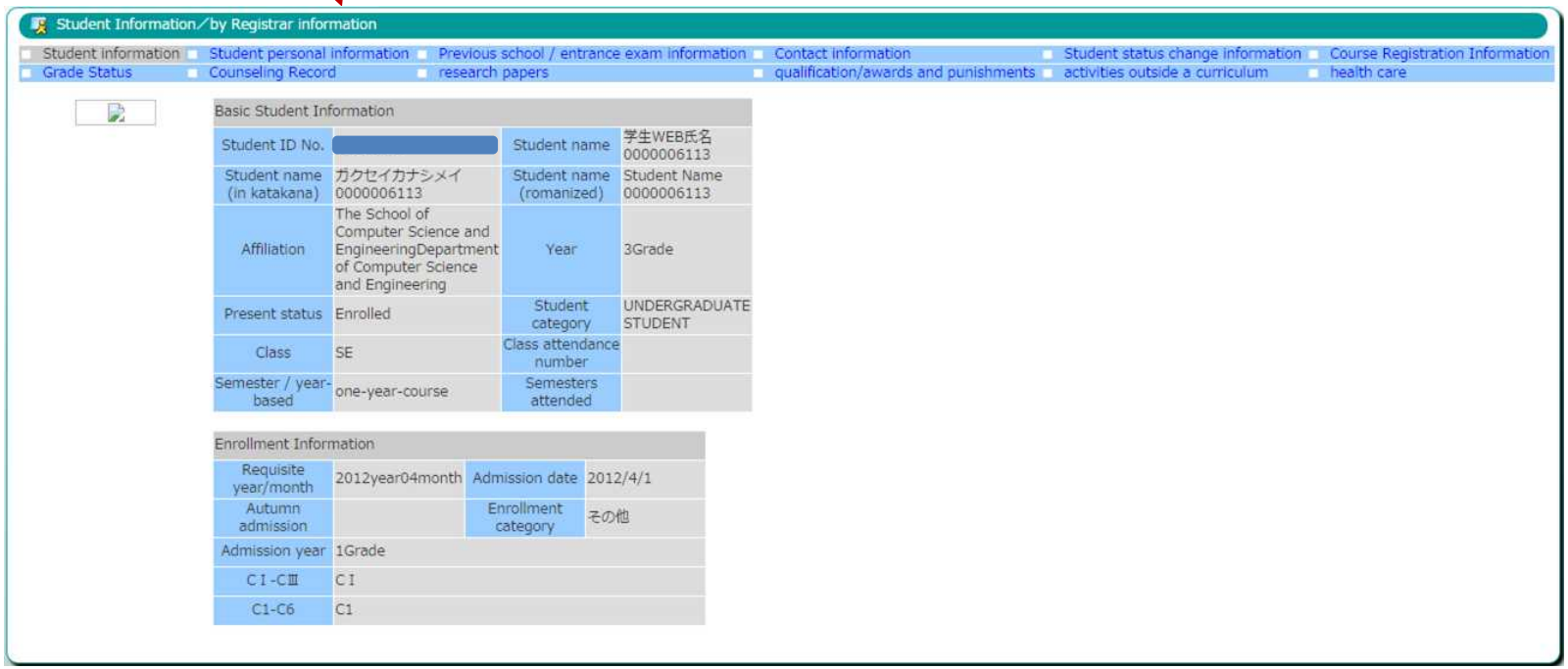
(5) Student Information

Viewing student information

This screen allows a student to view their own student information.

Click the "Student Information" link in the menu.
This screen allows a student to view their own student information.



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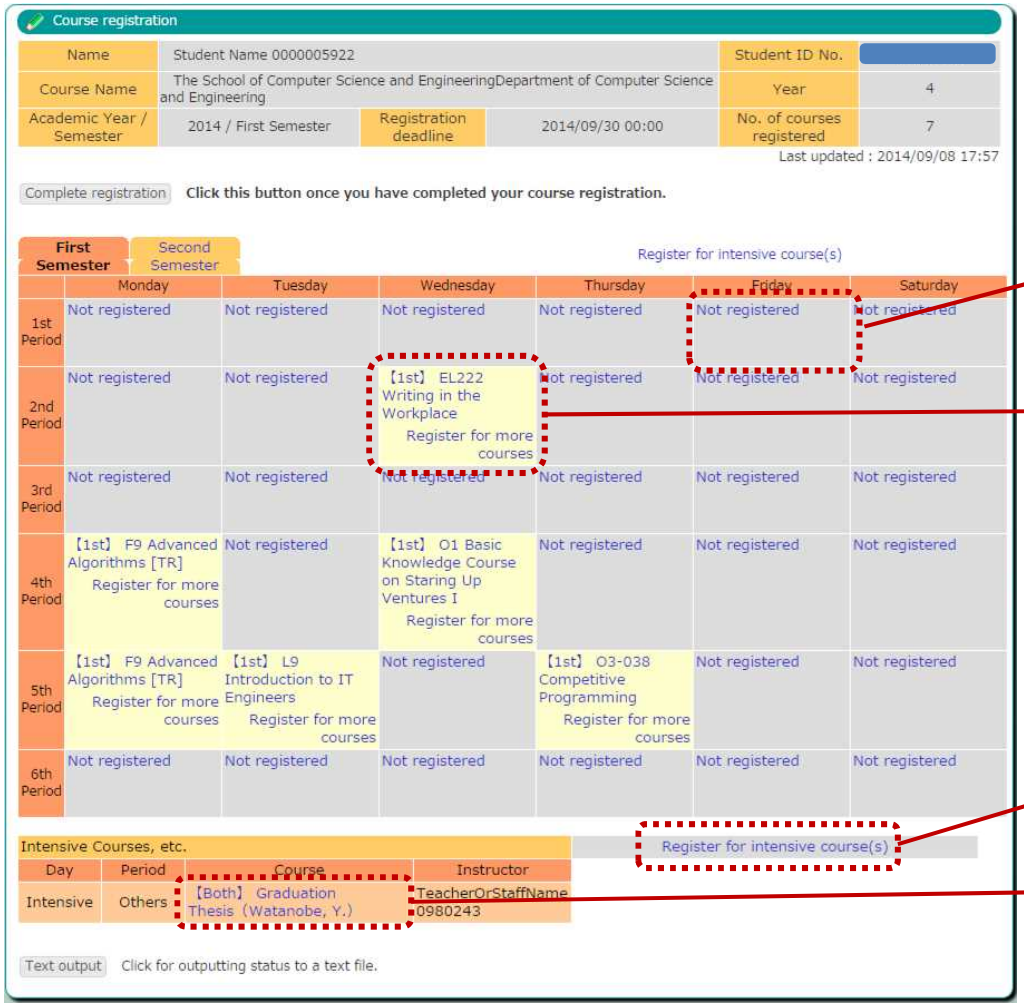
(6) Registering courses and viewing registration status

※For Undergraduate Students, viewing function only.

This screen allows you to register for courses as well as view currently registered courses.

Course registration may only be carried out during the course registration period. Outside of the registration period only viewing is possible.



To register a course in an empty frame, click the "Not registered" link. The course registration screen will be displayed.

Currently registered subjects will be displayed inside these frames.

To delete a course, click on the subject name link.

Up to 2 subjects may be registered for each time slot.

To register the second subject, click the "Register for more courses" link.

To register for intensive courses click the "Register for intensive course(s)" link. The intensive course registration screen will be displayed.

Currently registered intensive courses are displayed here.

To delete a course, click the subject name link.

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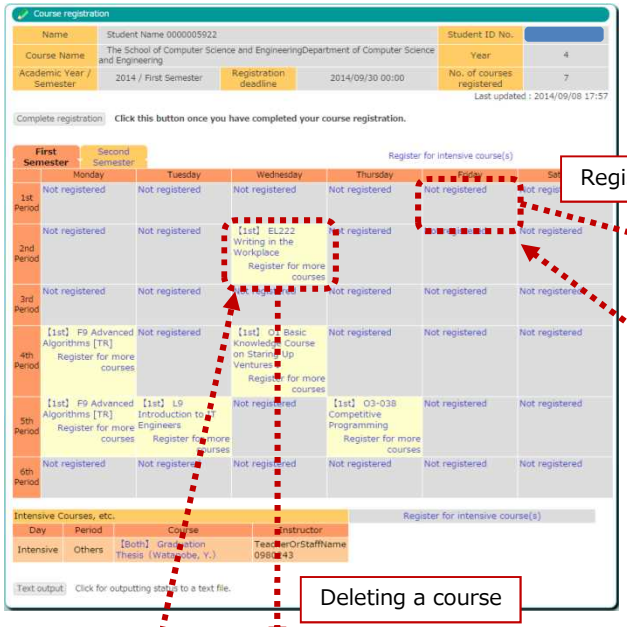
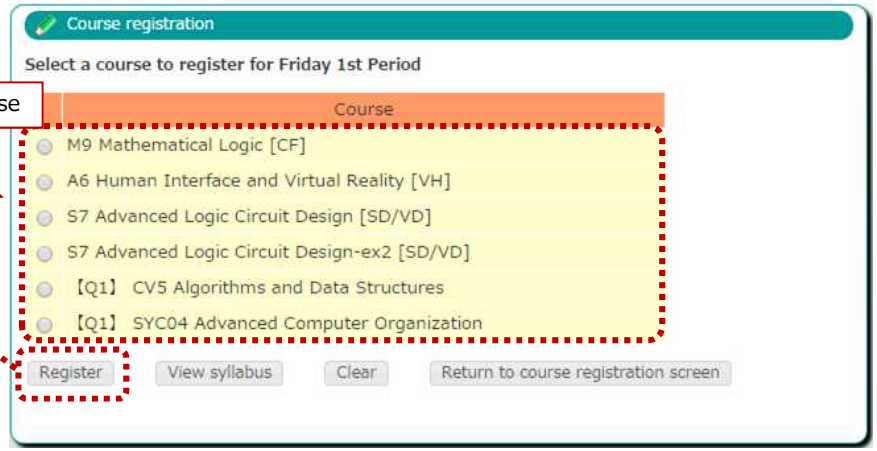
(6) Registering courses and viewing registration status

Choosing a course to register. ※Available only for Graduate Students



Registering a course



Select the course for which you wish to register, then click the "Register" button.

The selected item will be registered.

Deleting a course

Please click the "Delete" button. The registered course will be deleted.

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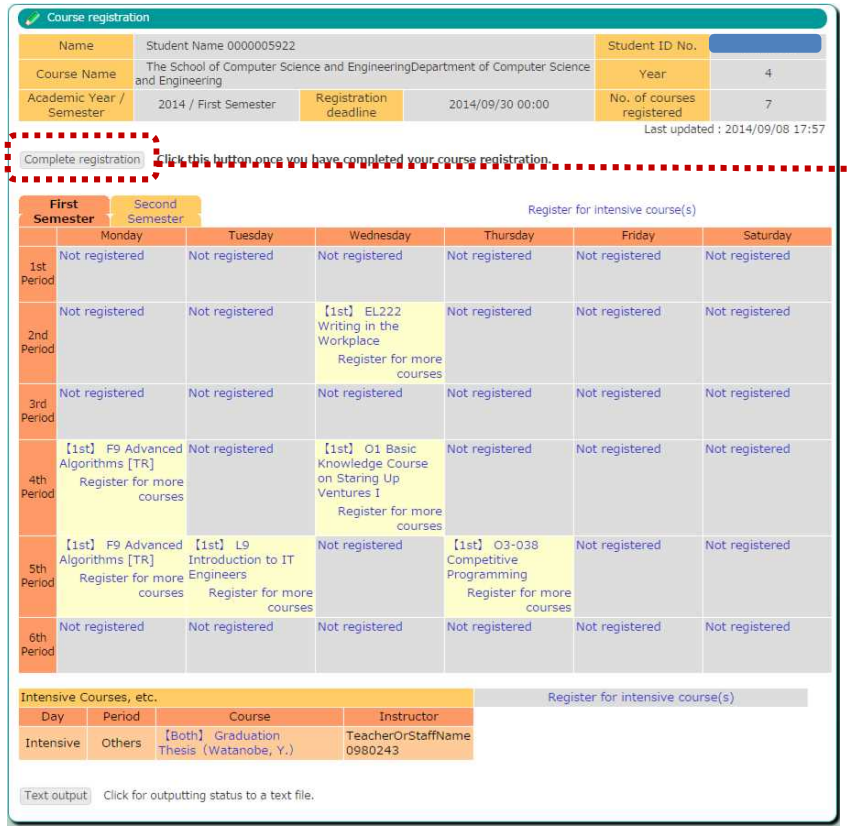
(6) Registering courses and viewing registration status

Choosing a course to register. ※Available only for Graduate Students



Once you are done registering courses, click the "Complete registration" button. This will complete the course registration process.

After completing registration, as long as it is still within the course registration period, you may still register and delete courses, as well as carry out self evaluations as many times as you like.

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(6) Registering courses and viewing registration status

You may output your course schedule in text format in order to confirm your registration.

Click the "Text output" button to download the data in CSV format.

This file may be viewed, edited and printed using spreadsheet applications (such as Microsoft Excel).

	A	B	C	D	E	F	G
1	[Name]	Student Name 0000005922			[Student ID No.]		
2	[Course Name]	The School of Computer Science			[Year]	4Grade	
3	[Academic Year・Semester]	2014・First Semester	[Registration deadline]	2014/9/30 0:00	[No. of courses registered]	7	
4							
5				[Last updated: 2014/09/08 17:57]			
6							
7		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8	1st Period	Not registered	Not registered	Not registered	Not registered	Not registered	Not registered
9							
10	2nd Period	Not registered	Not registered	【1st】EL222 Writing in the Workplace	Not registered	Not registered	Not registered
11							
12	3rd Period	Not registered	Not registered	Not registered	Not registered	Not registered	Not registered
13							
14	4th Period	【1st】F9 Advanced Algorithms [TR]	Not registered	【1st】O1 Basic Knowledge Course on	Not registered	Not registered	Not registered
15							
16	5th Period	【1st】F9 Advanced Algorithms [TR]	【1st】L9 Introduction to IT	Not registered	【1st】O3-038 Competitive	Not registered	Not registered
17							
18	6th Period	Not registered	Not registered	Not registered	Not registered	Not registered	Not registered
19							
20							
21	[Intensive Courses, etc.]						
22	[Day]	[Period]	[Course]	[Instructor]			
23	Intensive	Others	【Both】Graduation Thesis(Watanobe, Y.)	TeacherOrStaffName 0980243			

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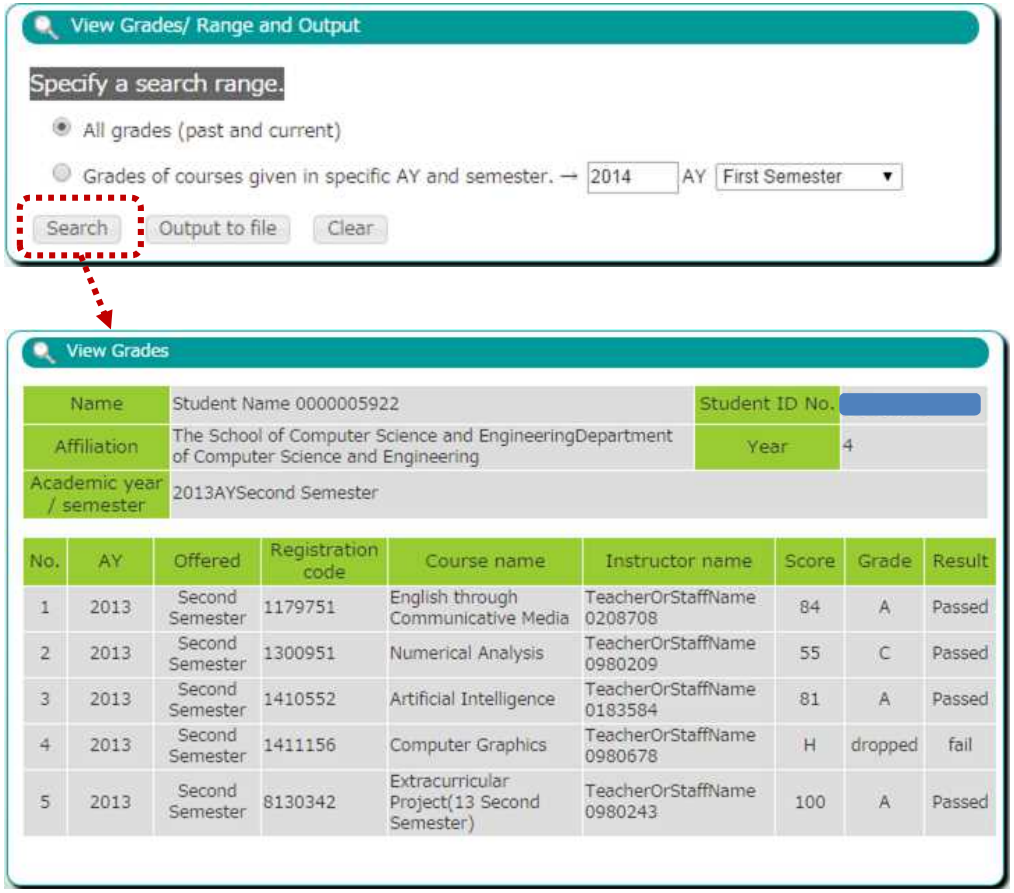
(7) Viewing grades

You may view grades for completed courses from this screen.



Select the desired academic year and semester, then click the "Search" button.

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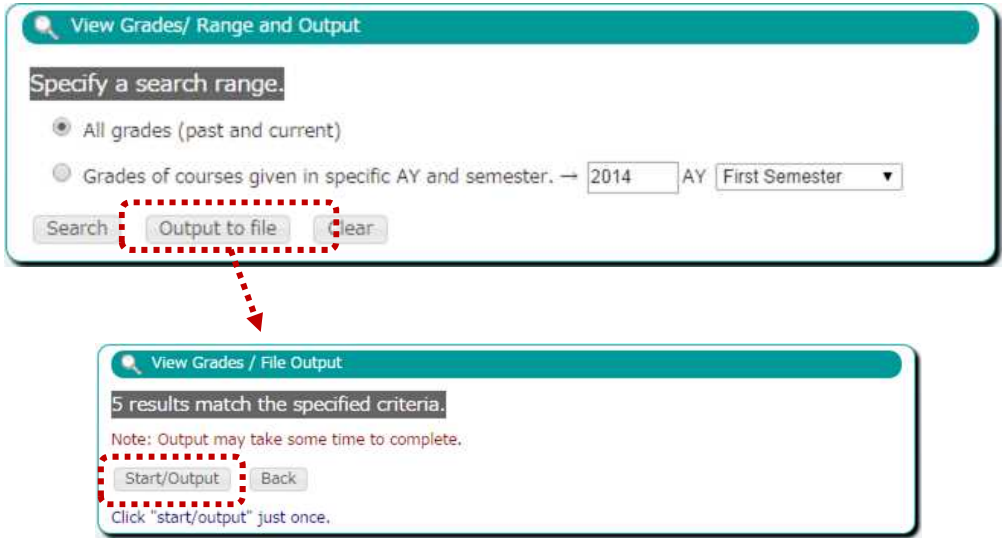
(7) Viewing grades

Grades for the selected subjects may be viewed from this screen.



Click the "Output to file" button to download grade data in a CSV format file.
This file may be viewed, edited and printed using spreadsheet applications (such as Microsoft Excel).

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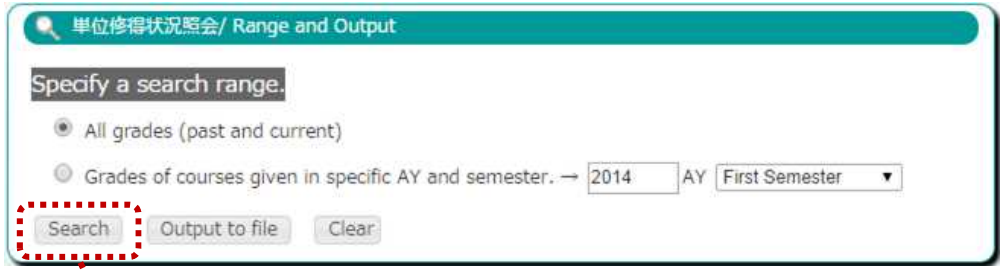
(8) Viewing credit completion status

You may view grades which have been finalized.



単位修得状況照会

Name	Student Name 0000005922	Student ID No.	[redacted]
Affiliation	The School of Computer Science and EngineeringDepartment of Computer Science and Engineering	Year	4
Academic year / semester	2013AY Second Semester	Cumulative GPA	—
Earned credits	9.0 Note: This includes credits from courses not required for graduation.		

●Semester GPA

Academic Year	2013
2nd Semester	2.50

●Status of Earned Credits

No.	Course primary classification	Course secondary classification	Course tertiary classification	Course	Credits	Earned in AY	Semester	Score	Grade	Pass/Fail
1	English Language Courses	/EL3 Adv. Eng. and Tec.		English through Communicative Media	2.0	2013	Second Semester	84	A	Pass
2	Specialized Courses, Specialized Fundamental Courses	Foundations of CSE		Numerical Analysis	3.0	2013	Second Semester	55	C	Pass
3	Specialized Courses, Specialized Courses	Applications		Artificial Intelligence	3.0	2013	Second Semester	81	A	Pass
4	Specialized Courses, Specialized Courses	Applications		Computer Graphics	3.0	2013	Second Semester	H	dropped	Fail
5	Specialized Courses, Specialized Courses	Other Courses		Extracurricular Project(13 Second Semester)	1.0	2013	Second Semester	100	A	Pass

Select the desired academic year and semester, then click the "Search" button.

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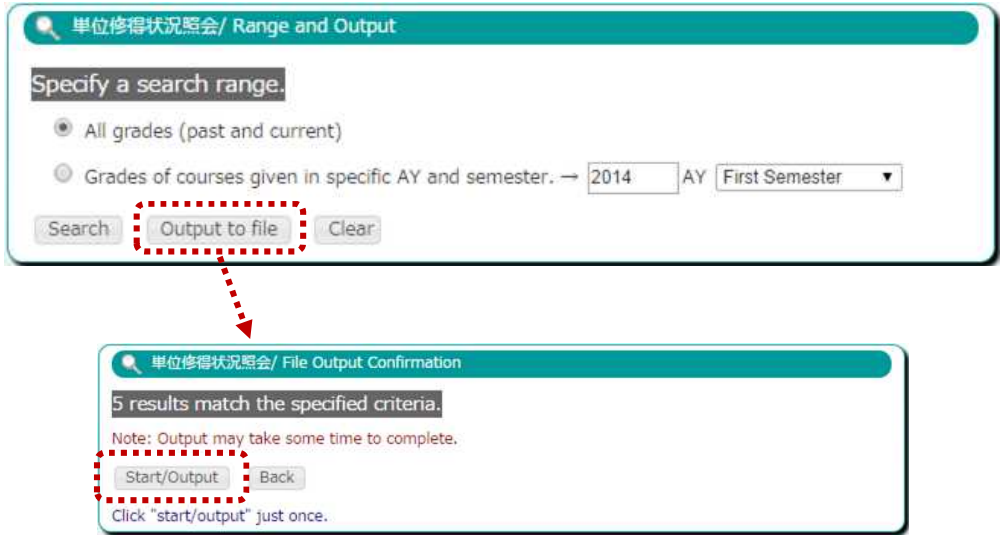
(8) Viewing credit completion status

You may view grades which have been finalized.



Click the "Output to file" button to download grade data in a CSV format file.
This file may be viewed, edited and printed using spreadsheet applications (such as Microsoft Excel).

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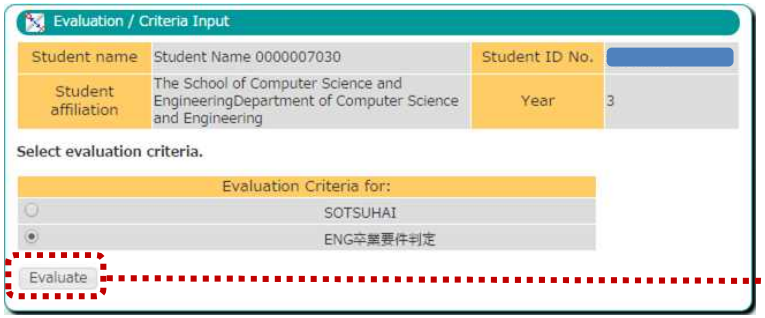
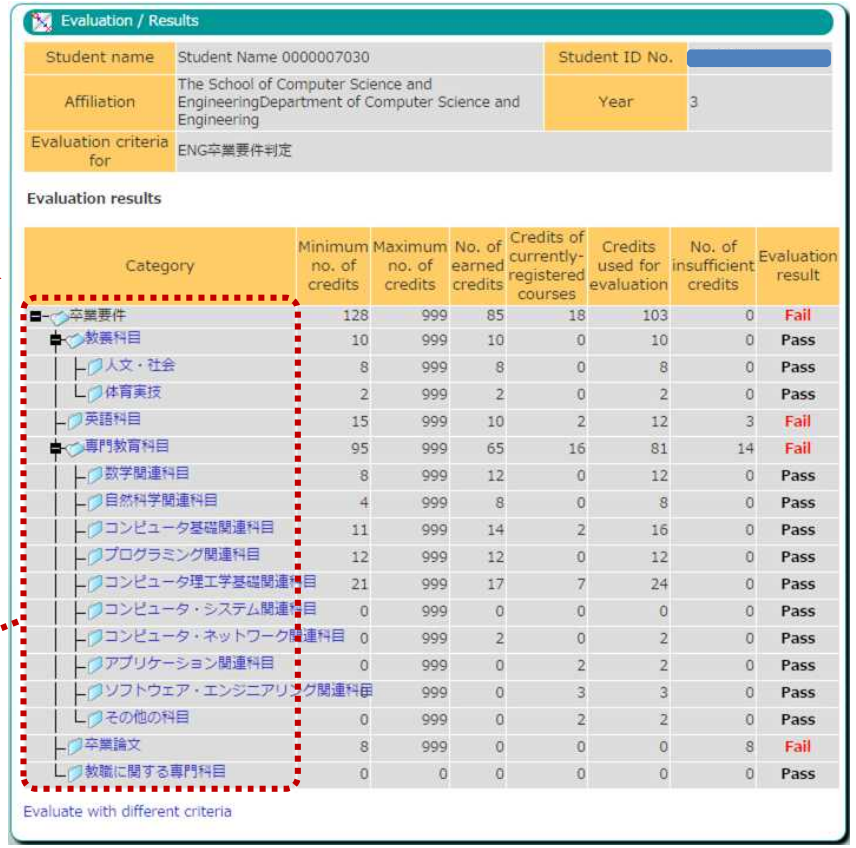
(9) Self evaluation

You may review course completion, grades, year advancement and graduation requirement fulfillment information from this screen.
You may also carry out a prospective evaluation for year advancement and graduation requirements.



Select the evaluation criteria and click the "Evaluate" button.



Click a category link to view detailed information divided by subject.

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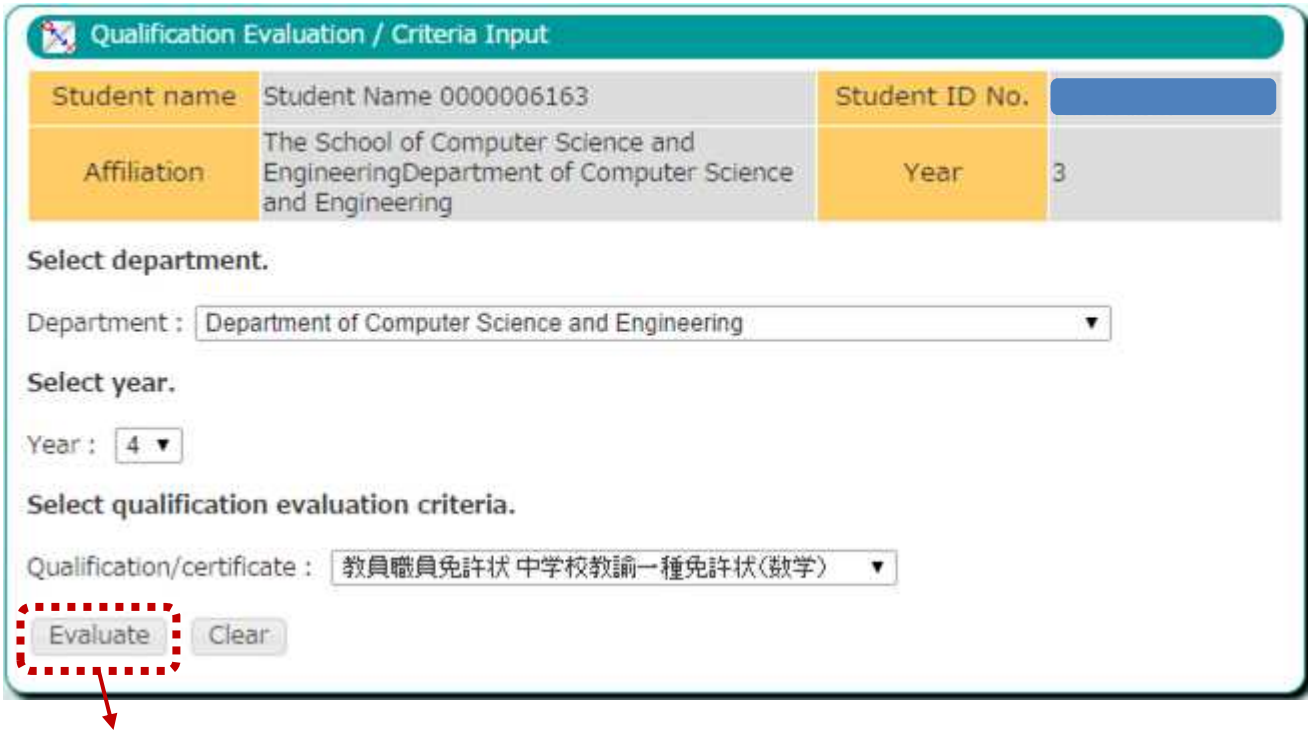
(10) Qualification self evaluation

Using your current current grades, you may carry out a self evaluation for qualifications for which you have already applied.



Select the affiliation, student year and qualification, then click the "Evaluate" button to view the evaluation results for the selected qualification.

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