New Student Orientation (April, 2025), School of Integrated Arts and Sciences

HiPROSPECTS®

(Hiroshima University Program of Specified Education and Study)





Today's Topics

- 1. Classes for the 2025 academic year
- 2. HiPROSPECTS® (Hiroshima University Program of Specified Education and Study)
- 3. University-wide class cancellation due to weather warning issuance or other reasons
- 4. Handling of cheating on the final examinations, etc.
- Implementation of Questionnaire for the Purpose of Class Improvement
- 6. Improving foreign language proficiency

AY2024 Academic Calendar (Class Schedule)

1st(Spring)	Sun	Mon	Tue	Wed	Thu	Fri	Sat	<u>.</u> 1	2nd(Autumn)	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Semester 2025			1	2	3	4	5	Entrance Ceremony (Apr.3)	Semester			1	1	2	3	4	Autumn Term Entrance Ceremony
April	6	7	8	9	10		12		October	5	6	7	8	9	10	11	(Oct.1)
Apr	_	14		16	_	_			October.	12	-		15	_			Substitute class day (Oct.16):Mon
	20	21	22		_				'	19		-				25	-
	27	28	_	-			-	-	'	26		_					1
		20		50	1	2	3	Substitute class day (May.1):Tue				20		30	3.	1	†
May	4	5	6	7	8	9	10	Substitute class day (May.7):Mon	November	2	3	4	5	6	7		Substitute class day (Nov.7):Mon
,	11	12	_	14	_	-			1	9	10			13		15	1
	18	19						-	'	16				20	21	22	-
	25	26					_	4	'	23			26	_	_	29	4
	1	2	3	4	5	6	7	1	'	30	H					Ē	f
June	8	9	10	_	_	_	14	,1			1	2	3	4	5	6	1
	15	16					21		December	7	8	9	10	-	12	13	1
	22	23	_	_	_		28			14	-	-			19	20	1
	29					-		1	'	21	22				26		Substitute class day (Dec.25):Fri
			1	2	3	4	5	1	'	28			31				
July	6	7	8	9	10	-	-		2026					1	2	3	1
. ,	13	14	-	16					January	4	5	6	7	8	9	-	Substitute class day (Jan.6):Mon
	20	_		23			_	-		11	12		14	_	_		
	27		_	30	_			1	'	18	_			,	23	24	
						1	2	1	'	25	26	-	28	_	30		(Depending on the department, there will
August	3	4	5	6	7	8	9	Peace Memorial Day (Aug.6)		1	2	3	4	5	6	7	be no classes on the day before the NCT.)
	10	11	12	13	14	15	16	,	February	8	9	10	11	12	13	14	1
	17	18	19	20	21	22	23	,	'	15	16	17	18	19	20	21	
	24	25	26	27	28	29	30		l	22	23	24	25	26	27	28	
	31							1		1	2	3	4	5	6	7	1
		1	2	3	4	5	6	1	March	8	9	10	11	12	13	14	
September	7	8	9	10	11	12	13		'	15	16	17	18	19	20	21	
	14	15	16	17	18	19	20	Autumn Term Commencement Ceremony (Sep.19)	'	22	23	24	25	26	27	28	Commencement Ceremony (Mar.23)
	21	22	23	_	25	26	27			29	30	31					
	28	29	30														
							_										
															-		
1st term (3rd term (Holiday period
2nd term	(Jun.	.6, 20	025 -	- Aug	j.1, 2	(025)	F		4th term ((Dec.	.2, 20)25 -	Feb.	.6, 20	J26)		
	Sub	etiti	ite c	lass	day	· To	6461	I the required number of classe	en rooular c	laccor	- will	ha ca	adud	no be	n a dif	fforer	at day of the week in the
		e term		1055	uay	. 10.	um	the required number or dease	S, regular C.	gaaco) William	H co.	luuca	du on	d un	ier.	it day or the week in the
Exam Period: For the examination schedule, please check the "Exam Information" section on the MOMIJI website or contact the teacher of the course.																	
			I be m yMomij		p for c	an the	speci	tified day. For information of the m	nake-up crass/	/exam	, preas	se ma	ke sun	e to o	onlim	i With	a teacher who takes care of the

- Hiroshima University operates on a quarter system to promote students' independent learning experiences, including studying abroad or volunteering, as well as to improve educational quality by taking courses intensively in a short period of time.
- The Spring Semester is divided into two halfsemesters: First Term and Second Term. The Fall Semester is divided into two half-semesters: Third Term and Fourth Term.
- In case of university-wide class cancellation caused by such incidents as issuance of weather warnings, the cancelled classes will be made up for on the specified day. For information of the make-up class/exam, please make sure to confirm with a teacher who takes care of the class or [My MOMIJI].
- Regular class or term-end examination of 1st term/1st (spring) semester-subject may be held on the same day of week during the make-up period.
- The final examination will be scheduled at the end of each term. Follow each instructor's direction or check "Exam information" via [My MOMIJI] as to whether the course gives an examination and when the examination day will be.

HIROSHIMA UNIVERSITY

Classification of Courses

Under the quarter system, courses will be offered based on the following classification.

♦Term Courses

- → Course that is completed in <u>8 weeks</u> in each term
 - (1) Class will be **2 periods per week**, 2 consecutive periods per day
 - (2) Class will be **2 periods per week**, 1 period per day on two different days of the week
 - (3) Class will be 1 period per week

♦Semester Courses

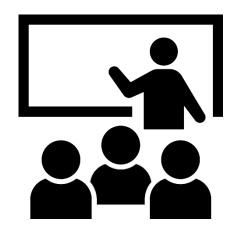
- → Course that will be offered on a semester basis, <u>1 period per week</u>, and completed in <u>16 weeks</u>
- * In addition, there will be <u>intensive courses</u> offered in summer or winter holidays.

More information on our quarter system is available on the "[MOMIJI Top] " website.

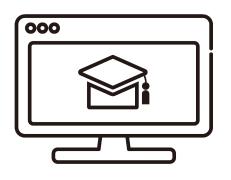
[MOMIJI Top] > Academic Support > Introduction of the "Quarter System" (a 4-term system)



Policy on implementation of classes



As a general rule, face-to-face classes will be held.



オンライン学習

Depending on the characteristics and content of the subject, use a combination of online.



What are online classes?

These are classes that are taken using a computer connected to the Internet, etc. Hiroshima University classifies them according to the method as follows.



Simultaneous interactive

Instructors deliver classes in real time, and students can participate in classes from home or any available lecture room on campus.



On-demand

Instructors distribute lecture videos and assignments on the Internet, and students access them within a specified period to study.

"Microsoft Teams" and "HIRODAI moodle" are the main tools used for online classes at HU.



Main tools used in online classes

Microsoft Teams

This is a communication tool recommended by Microsoft, and is mainly used for simultaneous interactive online classes.

[Advance preparation]

Use the dedicated App or a web browser. We recommend the dedicated App. Please check the following URL for instructions on how to use it and keep it ready for use.

https://www.media.hiroshimau.ac.jp/services/microsoft365/teams/t-using/

[When taking a class]

You will be notified of the URL for the class by the instructor through via "My MOMIJI" etc., so please access the class when the designated time comes.

HIRODAI moodle

This is an online learning system operated by HU, and is mainly used for on-demand online classes.

[Advance preparation]

No advance preparation is required. Please access the following URL and log in using Hirodai ID (*1) and password.

The link is also available on the MOMIJI-Top page.



https://webct.riise.hiroshima-u.ac.jp/index.html

[When taking a class]

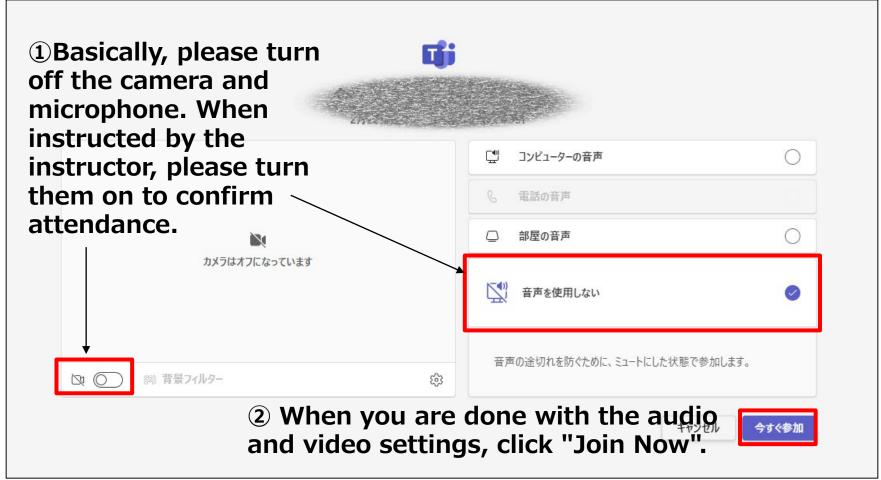
When you log in to HIRODAI moodle, you will see a list of courses that you have registered for, and you can select the courses that you want to take.

- (*1) Hirodai ID = your student number (capitalized alphabet)
- (*2) Other tools may be used in some classes, but the instructor of each class will inform you about them separately.



Joining a class with Microsoft Teams

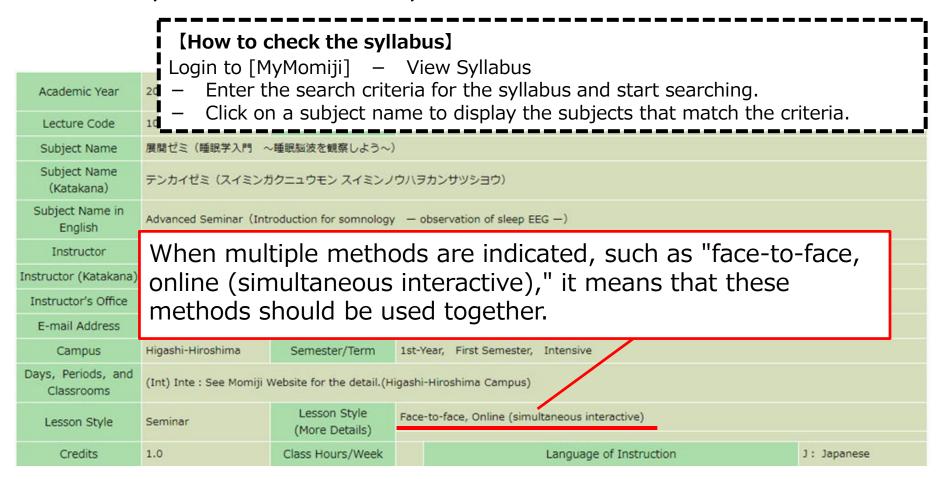
When you click on the URL, etc., provided by the instructor, a screen for selecting audio and video settings will appear.





How to confirm the method of class implementation (face-to-face or online)

The method of each class (face-to-face/online) can be found in the "Lesson Style" section of the syllabus.





In taking online classes



Consider the privacy and personal information of yourself and other students

- When taking interactive classes, turn off the microphone and camera before attending.
 Others can see where you are taking classes, such as your room, or hear the sounds of your life.
 However, if your instructor tells you to turn on the microphone or camera for attendance confirmation or discussion, follow those instructions.
- While attending an online class with Microsoft Teams, other people's names and email addresses
 will be displayed on the screen, but due to Teams specifications, they cannot be hidden. If you
 make unilateral contact using the displayed information, you may be subject to
 disciplinary action. Please do not misuse the information.

Do not post materials or URLs shared in class on SNS etc. without permission

- Teaching materials, reference materials, lesson videos, URLs, etc. for online classes are distributed and shared on the assumption that they will be used in the classes. Do not share beyond that range.
- The teaching materials, materials, and lesson videos are also copyrighted. Posting on SNS etc.
 without the permission of the right holder constitutes copyright infringement.

Q & A about online classes and PC



Q. I'm using Microsoft Teams, but when I turn on my microphone, it becomes difficult to hear because the voice of others is interrupted.

The sound from the PC may be echoing in the room and the sound condition of the entire lecture may be worsening (howling is occurring), so please use earphones to take the course.

Q. Difficult to access HIRODAI moodle.

If you download the materials all at once at the beginning of the class, the communication status of HIRODAI moodle will deteriorate and it may affect other classes, so please download the handouts etc. in advance and prepare for it. In addition, securing communication capacity is an important issue for stable class distribution. Please refrain from watching videos for entertainment purposes or using data communication on SNS or online games using the university network.

Q. Is there a place on campus where I can take online classes?

Lecture rooms that can be used for taking online classes and other purposes are listed in Momiji. https://momiji.hiroshima-u.ac.jp/momiji-top/en/learning/class-support-system.html

Q. When I have a PC problem, I'm worried if I can solve it myself.

We accept consultations on the ICT environment (computer and internet) necessary for taking online classes at "Support for attending online classes by student staff (reservation required)". Please use it positively. https://www.media.hiroshima-u.ac.jp/services/edu-support-3/online/ If you have any trouble during class, please contact the faculty in charge of the class or TA.





Course Registration

- Course registration will be processed online via [My MOMIJI].
- More detailed information, including the registration period and important points, will be available on [MOMIJI Top].

[MOMIJI Top]

- Academic Support
 - Course registration period: 1st(Spring) semester

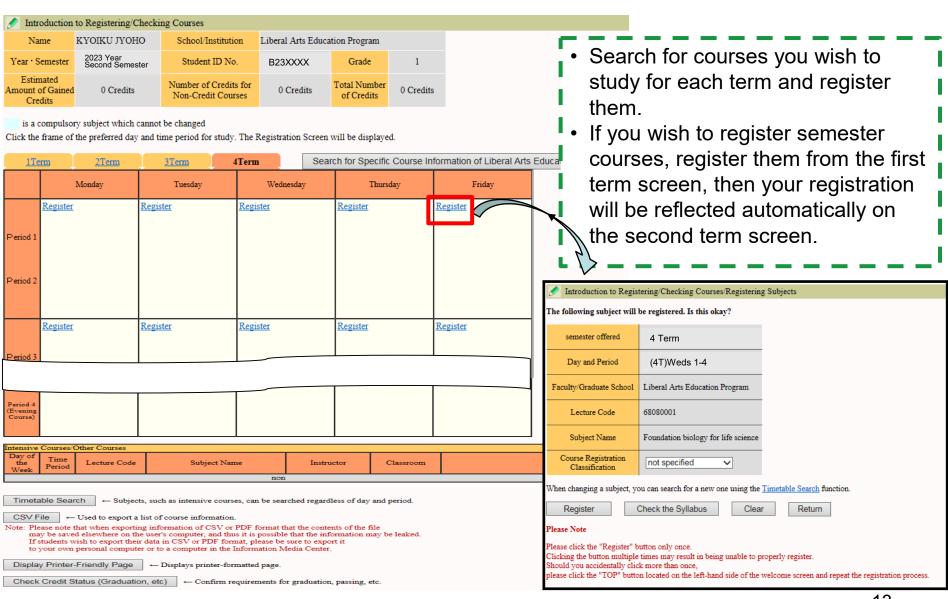
[Course registration period for AY2025 1st semester (1st and 2nd terms)]

Intended Cou	rses	Course Registration Period				
1st term courses, 2nd term courses, Spring	Liberal arts education program	From 0:00 a.m. April 4 to 11:59 p.m. April 14 * Please note, however, that course registration will not be available from 0:00 a.m. April 9 to 11:59 p.m. April 10 due to adjustment period.				
semester courses, intensive courses	Specialized education program	From 0:00 a.m. April 4 to 11:59 p.m. April 14				
2nd term courses, intensive courses offered in or after 2nd term	All Programs	From 0:00 a.m. June 5 to 11:59 p.m. June 12 * You can delete 2nd term courses you registered in the registration period in April. However, you cannot add or delete 2nd term courses the participants of which were selected by lot during the adjustment period.				

^{*} The course registration period for Fall semester (3rd and 4th terms) will be announced in Early August.

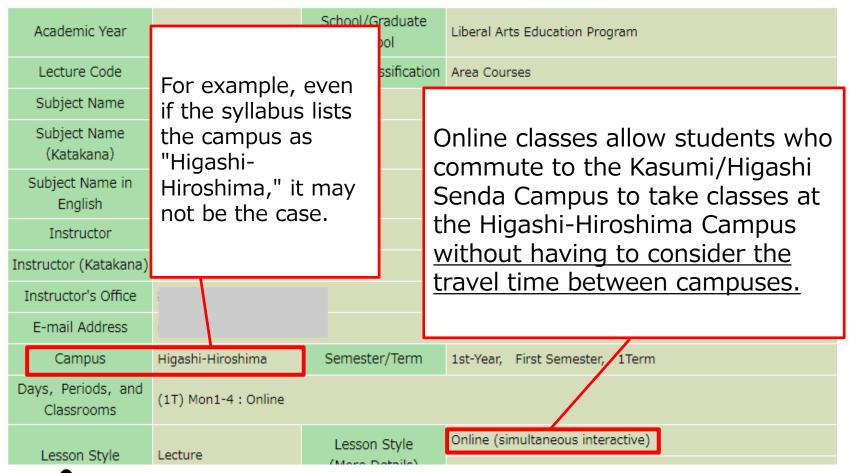
[My MOMIJI] Course Registration and Confirmation Screen







Taking classes held on other campuses than the one you study at





Please check the syllabus carefully, as some classes may have course requirements.

Hiroshima University Program of Specifie hiroshima University Education and Study (HiPROSPECTS®)

See page 2 of HiPRO section

- **HiPROSPECTS**®
 Hiroshima University Program of Specified Education and Study
- Hiroshima University's own baccalaureate degree program
 Hiroshima University Program of Specified
 Education and Study
 - Features of HiPROSPECTS®
 - Clearly specify skills and knowledge required for students to develop before graduation as "Learning Objectives"
 - Check the level of achievement of the goals



Composition of HiPROSPECTS®

See page 3 of HiPRO section

(Mandatory for all students)

Major Program (80 programs*)

Program provided by each School/Department for students to graduate with a bachelor's degree

*Includes the number of programs in Undergraduate Education programs in English.

(Only for those who are interested)

Minor Program (47 programs)

Program for students to study the basics and overview of another Major Program

Specific Program (14 programs)

Program for students to pursue a particular topic of individual interest or to study for qualification/certification

Relationship between Learning Objectives and Class courses

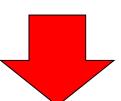


Learning Objectives: Abilities and knowledge required for students to develop by the time of their graduation ("ideal model graduate")

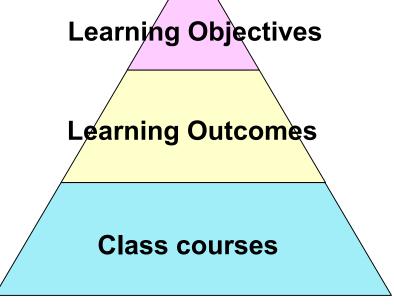
Learning Outcomes: Specific skills, knowledge and attitude required for students to achieve the learning objectives.

Courses: Learning contents designed to allow students to achieve the

learning outcomes



By taking each "class courses", you will be able to demonstrate learning outcomes and by putting them together, you will be able to achieve the "learning objectives" by the time of your graduation.





Specifications for Major Program

Clarify

learning objectives

Body

Name of Program

- 1. Acquirable degree
- 2. Overview
- 3. Diploma policy
- 4. Curriculum policy
- **5. Starting Timing and Conditions**
- 6. Obtainable qualification
- 7. Class courses and contents
- 8. Learning outcomes
- 9. Graduation thesis (Graduation research)
- 10. Responsibility system

Clarify learning outcomes

Appendix

- 1. Table of Registration Standards
- 2. Relationship between evaluation items and evaluation criteria
- 3. Relationship between evaluation items and class courses
- 4. Curriculum map
- 5. List of instructors

Verbalize and visualize goal-oriented education

Evaluation Method (Evaluation of achievement level)



See page 10 of HiPRO section

Evaluation of achievement level

Evaluation items are considered as learning outcomes and the "evaluation criteria" will be determined for each item. Based on the evaluation criteria, this evaluation of achievement level is performed on a three-point scale.

Excellent: E

Very Good: VG

Good: G

Learning Objectives

Learning Outcomes

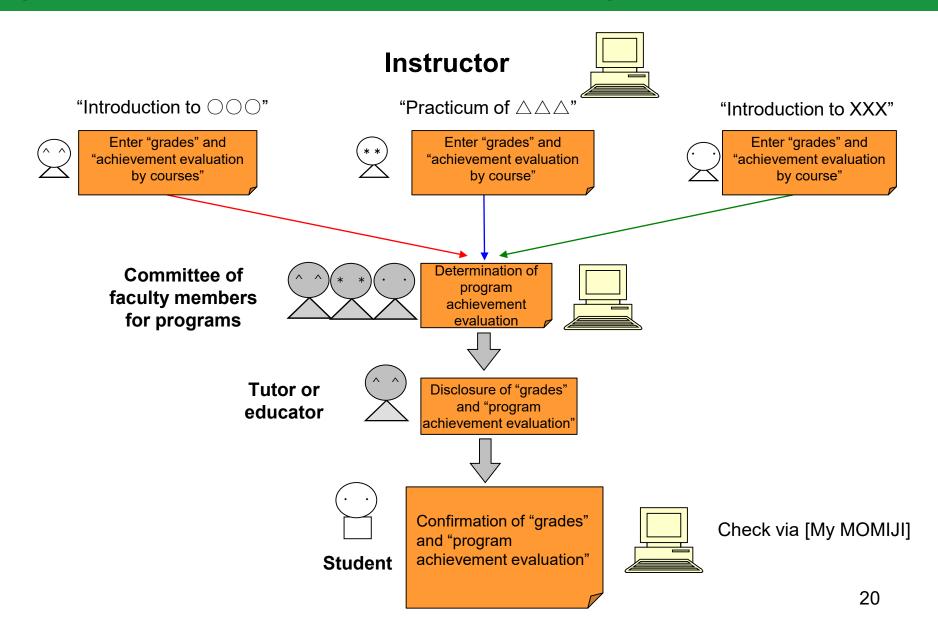
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Evaluation items

Class courses

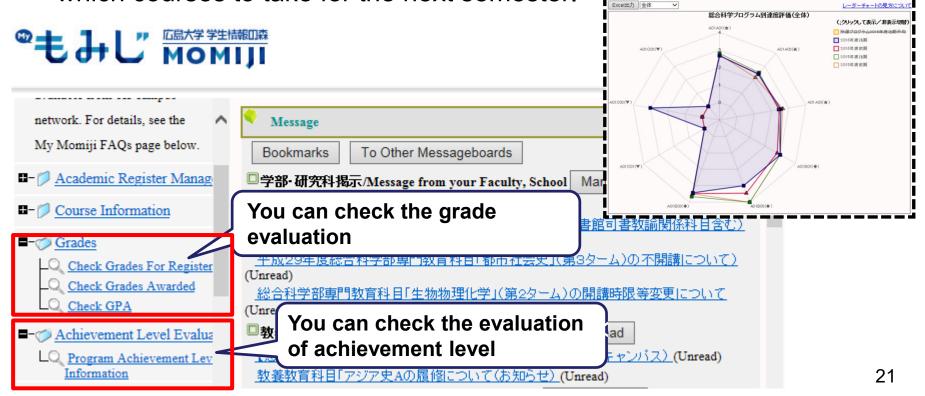
Evaluation Method (Evaluation of achievement level)





How to Check Grade Evaluation/GPA and HIROSHIMA UNIVERSITY Evaluation of achievement level

- You can check your grade evaluation, GPA and evaluation of achievement level via [My MOMIJI].
- You can check the evaluation of achievement level shown in a radar chart. By visually checking the evaluation of achievement level by semester, make good use of it to see what you are lacking and decide which courses to take for the next semester.





Minor Program and Specific Program

See page 4 of HiPRO section

	Minor Program	Specific Program					
Registration Period	From early January to early February * For some Specific Programs, their registration period may differ from other programs. For more information, check the Specific Program page on the HiPROSPECTS(R) official website.						
Registering Student	Those who wish to register						
The number of programs that can be registered	One * Excluding programs offered by the School that offers the Major Program of the registering student	Plural					
Program completion requirements	Upon obtaining required credits for completion of Minor Program and graduation approval	Upon obtaining the required credits for completion of Specific Program and graduating or withdrawing from the University					
Delivery of diploma	A diploma will be awarded in all Minor Programs	Except for particular Specific Programs, a diploma will be awarded in Specific Programs except for some Specific Programs					

List of Minor Programs → See page 11 of HiPRO section List of Specific Programs → See from page 12 of HiPRO section

Contents of HiPROSPECTS®



See page 7 of HiPRO section

Materials that show the outline of each program

- Specifications for Major Program
- Instructions of Minor Program
- Instructions of Specific Program

[MOMIJI Top]

- Academic Support
 - Undergraduate Education
 - HiPROSPECTS®



and to return the trust society places in us.

abilities higher that they hoped for at the time of admission.

more rigorous learning support that is suited to each student, to improve the quality of education,

We will inform each student of their level of attainment of their goals each semester, and provide advice according to their level so that they will graduate from this university with expertise and

Hiroshima University education, which has been highly rated in various fields for its advanced

research results and the fact that the university has produced high quality teachers, has become

Material that shows the objectives and schedule of the course offered in each program

(Bachelor's degree

Programs)

Minor Programs

Evaluation method for

Syllabus

[My MOMIJI] Syllabus

Packages of Informatics and Data Science Courses

See page 27 of HiPRO section

Packages of Informatics and Data Science Courses are courses that are selected from specialized education courses offered at the School of Informatics and Data Science (newly established in AY2018) and packaged in accordance with the needs of each academic field in order for students to acquire systematic analytical methods and information-processing techniques required in various academic disciplines.

To sign up for the packages of informatics and data science courses

- ① Check the package recommended by the Major Program you are taking (or wish to take) on page 28 in HiPRO section of the student handbook. As there is no specified program for IGS, you can take any courses.
- ② Check the courses included in the package.
- (3) Check the content of the courses in the syllabus and register the courses you wish to study via [My MOMIJI] in the same way as for other courses.

The knowledge obtained through packages of informatics and data science courses will be helpful on various occasions, such as graduation research in each academic field, studies at graduate school, and work after finding a job.

We hope many students will take "Packages of Informatics and Data Science Courses".



See page 29 of HiPRO section

Please follow the rules.

- ◆ Please join the liability insurance corresponding to "Accident during internship" (for example "PAS", "LMS", "Comprehensive Insurance for Student Lives Coupled with PAS", "Student Liability Insurance" handled by College Student Association, etc.) from the time of admission.
- All internship participants are required to attend pre-internship training session given by each School or Global Career Design Center.
- During the internship, always try to be polite and treat staff at the host organization with respect by giving them a proper greeting and using appropriate language.

University-wide simultaneous class cancellation hiroshima universition to weather warning issuance or other reasons

In case of issuance of a weather warning from Hiroshima Local Meteorological Observatory, suspension of public transportation, an incident or accident, or the launch of a ballistic missile., <u>all classes may be cancelled.</u>

In the case of class simultaneous class cancellation, such information will be posted on the emergency information column of [MOMIJI Top] (see below) and e-mail (b24XXXX@hiroshima-u.ac.jp). Give top priority to your safety.

Judgement time and scope of class period for simultaneous class cancellation

- 1) For morning classes (classes starting from 8:45 a.m. to 12:10 p.m.): By around 6:45 a.m.
- 2) For afternoon classes (classes starting from 12:50 p.m. to 5:05 p.m.): By around 10:50 a.m.
- 3) For night classes (classes starting from 5:30 p.m. to 7:40 p.m.): By around 4:00 p.m.

For more information, refer the following site on [MOMIJI Top]

- Academic Support
 - University-wide Simultaneous Class Cancellation Associated with Incidents Such as Issuance of Weather Warnings, or Suspended Service of Public Transport or Other Accidents or Crimes.



You can also check the information on Hiroshima University's official *X* or official *Facebook*. If you cannot access either MOMIJI, *Twitter* or *Facebook*, please contact the Student Support Office.

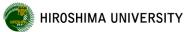


Handling of Cheating on Final Examination, etc.

Handling of Cheating on Final Examination, etc. (excerpt)

- 1. The handling of the courses during the <u>semester</u> in which the student cheated on the final examination, etc. is as follows:
 - (1) If a student cheats on an examination of the liberal arts education program, his/her evaluation of all liberal arts education program courses will be "FAIL." However, "Introductory Seminar for First-Year Student" will be excluded.
 - (2) If a student cheats on an examination of specialized education courses, his/her evaluation of all specialized education courses will be "FAIL."
- 2. Student who cheated on the final examination, etc. will receive disciplinary punishment in accordance with Rules for Disciplinary Action for Student.

If student is found in cheating in the liberal arts education program in the second term, his/her evaluation of all liberal arts education program courses (first term courses, second term courses, Spring semester courses and Spring semester intensive courses) will be "FAIL."



Rules and Guidelines for Writing a Report



You will be required to submit a report as an assignment of lectures or laboratory work at the University many times.

Hiroshima University has created a brochure to prevent plagiarism in students' assignments "Rules and Guidelines for Writing a Report".

(Location)
[MOMIJI Top]

- Academic Support
 - Undergraduate Education
 - Rules and Guidelines for Writing a Report

Learn about how to write a report properly and write your report without plagiarism.



Class Improvement Questionnaires

Hiroshima University conducts <u>questionnaire surveys for</u> <u>class improvement</u> to get input from students to help improve classes.

- Answer the questionnaire for each class course you are taking
- The questionnaire is anonymous. Log in on "[My MOMIJI]" and answer the questionnaire.

 You can answer from your smart

phone.

* More detailed information will be posted on [My MOMIJI] during the implementation period of the questionnaire.

Your honest feedback is appreciated.
Your comments will change the education at Hiroshima University.



Various Tools to Develop Foreign Language Proficiency

Hiroshima University Institute for Foreign Language Research and Education





Use of TOEIC® L&R IP Test

For the purpose of continuously measuring English proficiency on the same basis from the time of admission until graduation, all undergraduate students at Hiroshima University are required to take TOEIC® L&R IP test.

◆ Test timing: Students are required to take TOEIC® test conducted simultaneously university-wide twice while in school. (Some students may take the test separately depending on their school or choice of courses.)

First time: May, The 1st school year (AY2025: Online from Monday, May 12 to Sunday, May 18)

Second time: The 3rd school year and thereafter (Check the specific timing on the webpage of [MOMIJI Top] below)

- * Details will be posted on [My MOMIJI] and [MOMIJI Top].
- ◆ Test structure: listening questions and reading questions

- [MOMIJI Top] —Academic Support —TOEIC (R) L&R IP Information
- ◆ Test expenses: Free (The University will cover the test expenses.)

TOEIC® L&R IP test scheduled to be held on November

TOEIC® L&R IP test is scheduled to be held on November for students in the 3rd year and thereafter. The 1st year students who wish to take the test can take it for free. Active participation is welcome and encouraged.

- * Students may be selected on a first-come-first-served basis or in a lottery.
- * The application process and period will be announced on the [My MOMIJI] bulletin board in August or later.

The results of TOEIC® L&R IP test will be used for grade evaluation and class composition of liberal arts education program English courses and for improvement of university curriculum and education methods.

Please check the "MOMIJI" once a day

There is a large difference between university and high school.

You may have spent your student life by being given a lot of information until high school. However, at university, you have to obtain information on your own.

Information from the University to students will be announced on [MOMIJI Top] or [My MOMIJI], so try to log in to [My MOMIJI] at least once a day and be sure to check such information.



That's all.

If you have any questions, please contact the student support office.