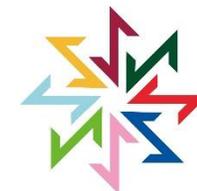


- 4. How to Join a Class -

2020.06.17. APU Academic Office



20周年、
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立命館アジア太平洋大学
2000-2020

How to Join a Class

- ① Start up the Zoom application and click [Join]
- ② Enter the Meeting ID and your name in the new window. Meeting IDs will be explained on the next slide. If your course instructor does not tell you to change your name, please leave the name as-is.

The image shows the Zoom application interface. In the main window, the 'Join' button is highlighted with a red box. A red dashed line connects this button to a 'Join Meeting' dialog box. The dialog box has two input fields: 'Enter meeting ID or personal link name' and 'Your Name' (containing 'Taro RITSUMEI'). Red arrows point to these fields with instructions: 'Enter the Meeting ID (see next slide)' and 'Do Not Change Name (unless told to do so by course instructor)'. There are also checkboxes for 'Do not connect to audio' and 'Turn off my video', and 'Join' and 'Cancel' buttons at the bottom.

Meeting IDs

- To join an online class, you must enter the correct Meeting ID after logging in to Zoom.
- The list of meeting IDs for each class has been uploaded to the Academic Office website. (see below)
The position of the Meeting ID column may change.

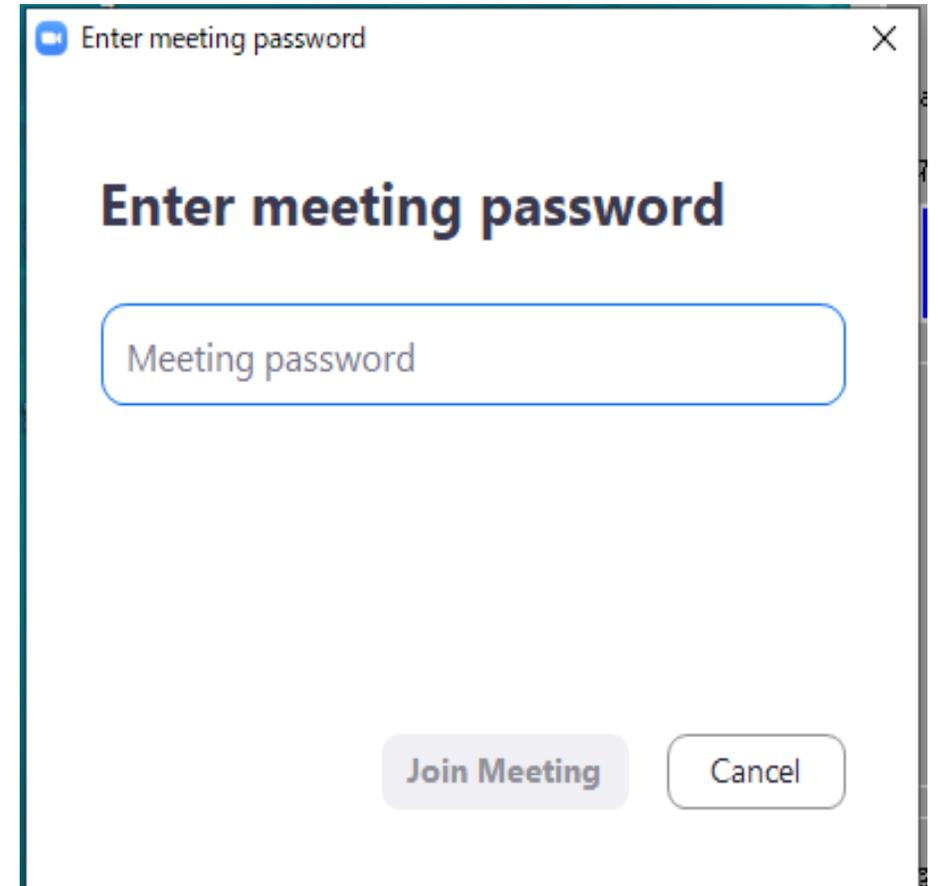
2020 Spring Semester Timetable (For 2017AY Curriculum students)									
<p>成績評価方法は「通常(A+, A, B, C, F)」と「P/F方式」の2通りがあります。履修を予定している講義がどちらの方式を採用しているかを確認した上で履修科目登録を行ってください。</p> <p>- P/F方式で評価された成績は、通算GPAおよび当該GPAの計算には含まれません。</p> <p>- 詳細は学部履修ハンドブック4.2.1および4.2.2を参照してください。</p> <p>Method of grade evaluation consists of "Letter Grades method (A+ A, B, C, F)" and "Pass/Fail method (P, F)". Please check which method of grade evaluation are chosen for lectures that you wish to take before proceeding to course r</p> <p>- Results evaluated by Pass/Fail method will not be included on calculating Cumulative GPA and Semester GPA.</p> <p>- For more information, please refer to 4.2.1 and 4.2.2 on Undergraduate Academic Handbook.</p>									
期間/ Term	曜日/ Day	時限/ Per	Zoom.MTG.ID	講義CD/ Subject CD	講義名	Subject Name	担当教員	Instructor	Meth
Semester	月/Mon.		504-562-733	011106EF	英語準上級A EF	Intermediate English B EM	APPLE Derrick	APPLE Derrick Alan	通常
Semester	月/Mon.		863-336-452	011106ER	英語準上級A ER	Upper Intermediate English A ER	BEUCKENS Roger Todd	BEUCKENS Roger Todd	通常
Semester	月/Mon.		160-558-001	011104EB	英語中級A EB	Intermediate English A EB	BLACKWELL James	BLACKWELL James	通常
Semester	月/Mon.		957-6737-2937	010180OE	中国語 I OE	Chinese I OE	河原畑 希久	KAWARABATA Kiku	通常
Semester	月/Mon.		183-582-085	011106EB	英語準上級A EB	Upper Intermediate English A EB	DOWNS Christian	DOWNS Christian	通常
Semester	月/Mon.		540-493-625	011104EF	英語中級A EF	Intermediate English A EF	GEDARRO RandyYoshio	GEDARRO Randy Yoshio	通常
Semester	月/Mon.		978-834-439	011104EC	英語中級A EC	Intermediate English A EC	HENDRICKS Jonathan	HENDRICKS Jonathan	通常
Semester	月/Mon.		481-045-691	011106EI	英語準上級A EI	Upper Intermediate English A EI	HERRERA Girlie Ann	HERRERA Girlie Ann R.	通常
Semester	月/Mon.		817-818-789	011106EE	英語準上級A EE	Upper Intermediate English A EE	JONES Kent	JONES Kent	通常
Semester	月/Mon.		997-9173-0989	010190OD	中国語 II OD	Chinese II OD	杉田 欣二	SUGITA Kinji	通常

Meeting Passwords

- In addition to Meeting IDs, some classes may have **Meeting Passwords**.
- If your class has a password, your course instructor should share it via manaba or an email to your APU email address.

To Prevent Password Errors

- If your Caps Lock is on, entering capital and lowercase letters is reversed. Press [Shift] + [Caps Lock] to turn off.
- Please note, if you copy and paste the password, in some cases a space is included.
- We recommend entering the pw in half-width characters
- Before typing in the password, confirm that you have the correct characters by entering them in Word.



The image shows a screenshot of a meeting password entry dialog box. The title bar at the top reads "Enter meeting password" with a close button (X) on the right. The main heading inside the dialog is "Enter meeting password". Below the heading is a text input field with the placeholder text "Meeting password". At the bottom of the dialog, there are two buttons: "Join Meeting" and "Cancel".

Dealing with Password Errors

**Improperly enter your password on the Zoom login page 5 times or more
➔ Your Zoom account will be locked.**

How to Fix

Contact the APU Zoom Team (zoom@apu.ac.jp). Email must be sent from your APU email address.

**Improperly enter the Meeting Password on the join meeting page 5 times or more
➔ Your device (PC/Smartphone/Tablet) will be locked out of the Zoom app for 30 minutes**

How to Fix

- Join class using a different device (PC/Smartphone/Tablet) until you can log in again.
- However, if you join using a mobile device (smartphone/tablet) Zoom functions will be limited. When the lock times out please re-join from your PC. If an error occurs during class, please contact your instructor.

Pre-Registration

- Some classes require pre-registration, like in the screenshot shown below.
- Please listen carefully to your course instructor's directions.

Meeting Registration



Topic 登録制テスト

Time May 27, 2020 04:00 PM in Osaka, Sapporo, Tokyo

First Name* Last Name*

Email Address* Confirm Email Address*

* Required information

I'm not a robot  reCAPTCHA
Privacy - Terms