

How to check your Science Tokyo ID notification

~ Science Tokyo ID, initial PW, Science Tokyo Gmail address ~

System Operation Group 2, Information Infrastructure Division, Information Department



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1. About Science Tokyo ID

About Science Tokyo ID

- ❑ Science Tokyo ID is an authentication ID used to log in to the Science Tokyo [Extic](#) ※.
※[Science Tokyo Extic is different from Tougou-ID portal \(tmdu.ex-tic.com\)](#).
- ❑ A Science Tokyo ID is **not an ID that will remain unchanged for life**.
If you leave the University due to graduation or resignation, etc., and then rejoin the University, you will be issued a different ID.
 - ✓ In principle, internal students will continue to be able to use the same Science Tokyo ID.
 - ✓ If you change your staff ID number due to a change of employment status, your original Science Tokyo ID will be invalidated and a new Science Tokyo ID will be issued.
- ❑ Due to the strict verification of identity and identity by multi-factor authentication and other means, **sharing and transferring of Science Tokyo IDs is prohibited**. Use each individual's ID regardless of status.
- ❑ If you are both a “student” and a “faculty/staff member”, **you will be issued a Science Tokyo ID for student and faculty/staff, respectively**.
The available services differ, so please use different IDs as needed.

The policy is defined by several requirements, including security requirements, conditions for participation in certification federations (compliance with international standards), and adherence to certification standards for cloud services.

2. Distribution Method

Distribution Method

■ Persons eligible for ID distribution at this time

※Trusted DB = Personnel payroll system ・ student register management system

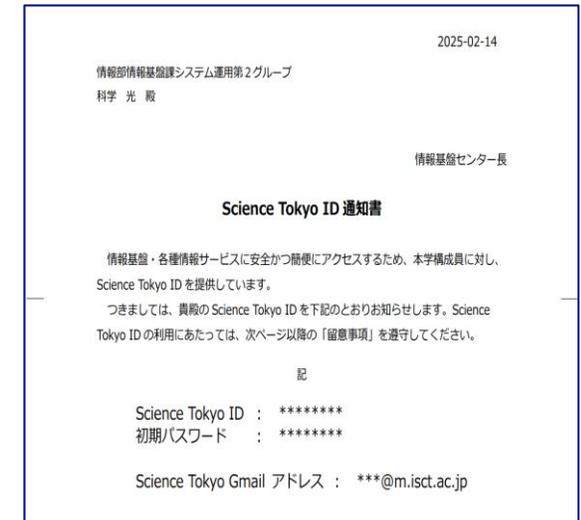
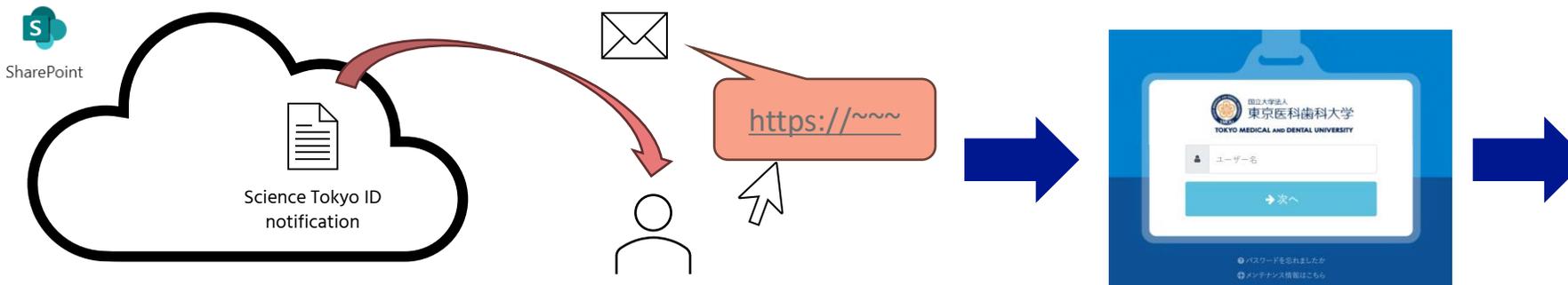
Students and enrolled individuals registered in the Trusted DB for Medical and Dental Sciences+

Users in the medical and dental sciences who are not registered in the Trusted DB but use the financial accounting system

□ Distribution Method

① If you have both an Tougou-ID and a campus LAN account

- ✓ We will **send the URL link of the Science Tokyo ID notification PDF via SharePoint to the TMDU email address (***@tmd.ac.jp)**.
- ✓ You can access the URL, **authenticate with your Tougou-ID**, and then access and verify the PDF file.



② If you do not have an Tougou-ID or a campus LAN account

- ✓ We will send a list of eligible applicants to each department, etc., and ask for email addresses where we can contact them.
- ✓ We will sequentially send the URL link of the Science Tokyo ID notification PDF via SharePoint to the email addresses provided by the departments that have returned the list.
- ✓ When you access the URL, you will receive a one-time password to your e-mail address, which you can enter to access the PDF file for confirmation.5

3. Procedure for Accessing Notification

※In the section "2. Distribution Method," this is the notification confirmation procedure for those who fall under "① If you have both an integrated ID and an internal LAN account."

Procedure for Accessing Notification

1. Science Tokyo ID notification sent to your TMD email.

subject : ○○さんが「STID通知書_【※】」をあなたと共有しました

※It will contain either the faculty/staff number, student ID number, or name.

attention (heed) : If you have any questions regarding this e-mail, please contact the System Operation Group 2 below.

System Operation Group 2, Information Infrastructure Division

johosyori.adm@ml.tmd.ac.jp

Replying to an email received will not be answered.

The screenshot shows an email notification interface with several callouts:

- faculty/staff number, student ID number, or name.** (points to the sender's name in the header)
- Name of group member belonging to System Operation Group 2.** (points to the sender's name in the subject line)
- Recipient's email address or name.** (points to the recipient's name in the header)
- Name of group member belonging to System Operation Group 2.** (points to the sender's name in the subject line)
- Date and time of email receipt.** (points to the date and time in the header)
- Recipient Name** (points to the recipient's name in the body)
- Download period.** (points to the download deadline in the body)
- faculty/staff number, student ID number, or name.** (points to the recipient's name in the body)

The email content includes a subject line, a header with recipient information, a body with instructions for accessing the notification, and a download link. The instructions are:

1. 本メール下部の「開く」ボタンをクリック
2. TMDメールアドレスを入力後、医歯学系Exticによる統合ID認証
3. ファイルにアクセス
4. ダウンロード

※ブラウザに本学のMS365セッションが残っている場合、手順2は省略されます

ダウンロード期限 : 2025/01/31

このリンクは、このメッセージの直接の受信者に対してのみ機能します。

開く

(ご利用のメールソフトによっては表示が異なる場合があります)

Procedure for Accessing Notification

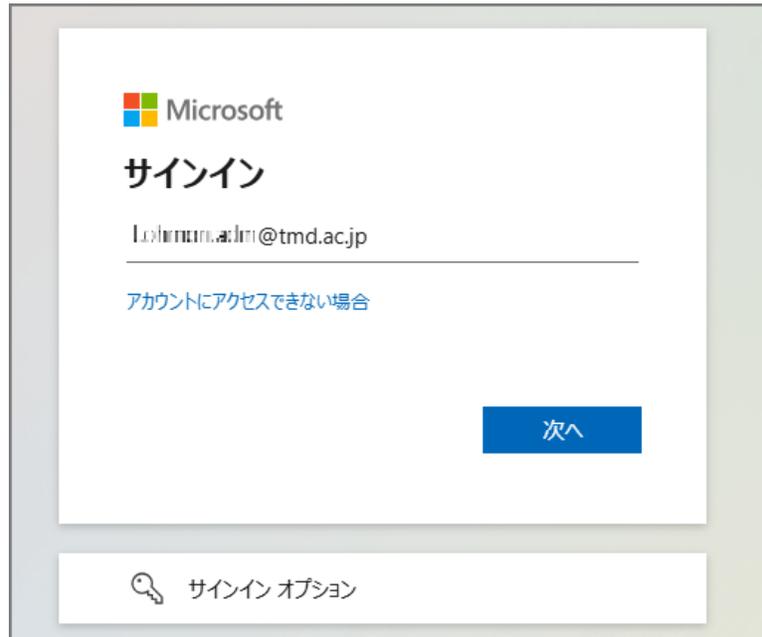
2. Click the “開く”(Open) button at the bottom of this e-mail.



Procedure for Accessing Notification

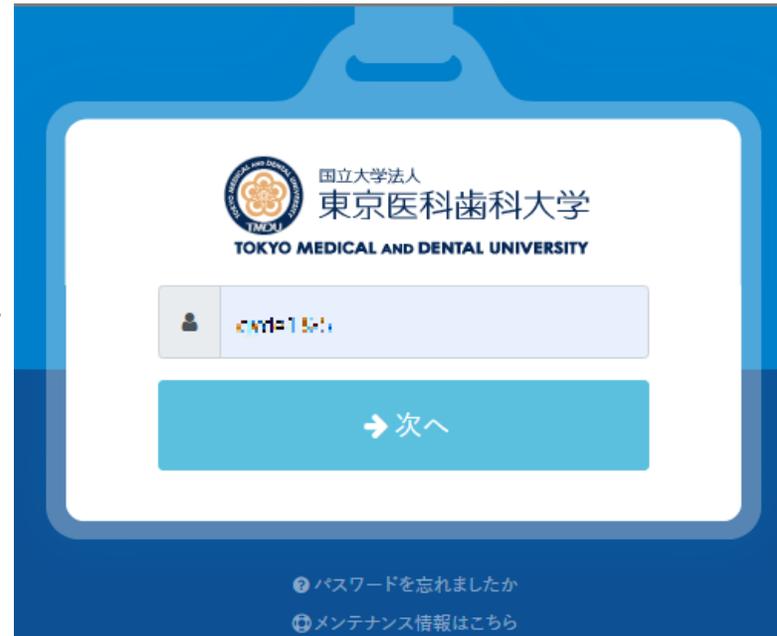
3. Enter your TMD e-mail (**@tmd.ac.jp) address. Authenticate with your Tougou-ID when the Tougou-ID portal (tmdu.ex-tic.com) appears. **Step 2 will be skipped if you are already logged in to MS365 session. Please proceed to step 4.**

① Enter your TMD e-mail address.



Microsoft
サインイン
toshimaru.admin@tmd.ac.jp
アカウントにアクセスできない場合
次へ
サインイン オプション

② Enter your Tougou-ID



国立大学法人
東京医科歯科大学
TOKYO MEDICAL AND DENTAL UNIVERSITY
TMDU
次へ
パスワードを忘れましたか
メンテナンス情報はこちら

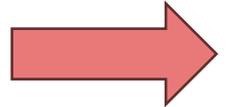
③ Enter your Tougou-ID password※.



国立大学法人
東京医科歯科大学
TOKYO MEDICAL AND DENTAL UNIVERSITY
パスワードレス パスワード
次へ
キャンセル

※If you are unsure of your Tougou-ID and password, please refer to the "Contact Information" section of this document.

Next page.



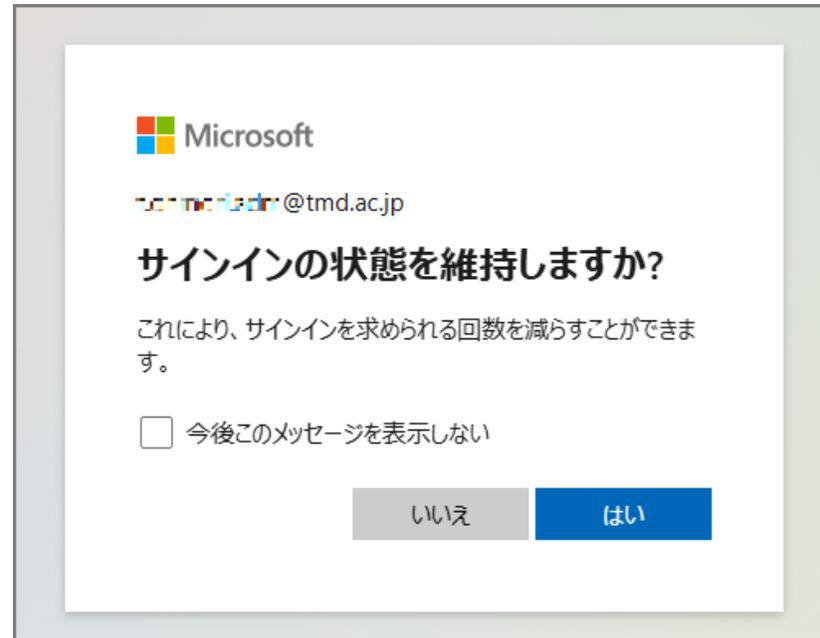
Procedure for Accessing Notification

3. Enter your TMD e-mail (**@tmd.ac.jp) address. Authenticate with your Tougou-ID when the Tougou-ID portal (tmdu.ex-tic.com) appears. **Step 2 will be skipped if you are already logged in to MS365 session. Please proceed to step 4.**

④ Select the multi-factor authentication you have already set up and log in. ※



⑤ Click “はい”(Yes) or “いいえ”(No).



※If you see the registration screen for multi-factor authentication, please refer to the following manual before setting it up. After setting, perform the procedure again from step 1.

https://www.tmd.ac.jp/archive-tmdu/kokusaijmedia/tougouID_InitialSetupManual.pdf

Procedure for Accessing Notification

4. Access the file.

The Science Tokyo ID notification will be displayed.

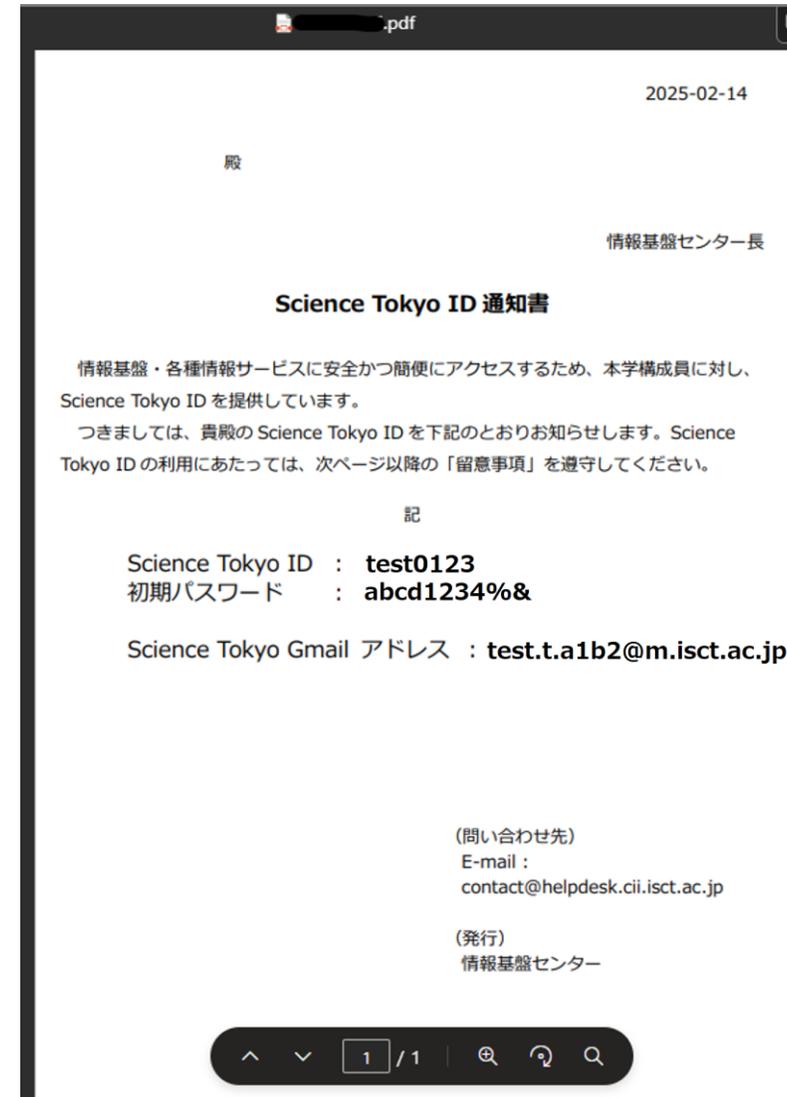
Please download and keep it in a safe place.

5. Science Tokyo ID initialization.

Please refer to the following manual to initialize your Science Tokyo ID.

https://www.tmd.ac.jp/archive-tmdu/kokusaijmedia/STID_InitialSetupManual_Eng.pdf

Image of Science Tokyo ID notification



(The content may be subject to change.)

4. About Inquiries

Contact information.

About this manual :

System Operation Group 2, Information Infrastructure Division

mail : johosyori.adm@ml.tmd.ac.jp

About Science Tokyo ID :

mail : contact@helpdesk.cii.isct.ac.jp

If you are unsure of your integrated ID or its password. :

Please apply for reissuance of your Integrated ID Notice by filling out the reissuance application form ([click here](#)※) .

※If you are unable to open the form, please copy the following URL and paste it into the address bar of your web browser.

<https://forms.office.com/pages/responsepage.aspx?id=1bgL9w4edUa-MyJ2PTalPVB9gR0AY0dKhg1MN5oacxUMIBQVDFGNDFCRU5OQjBEWkpMUDNRRjg1NC4u>