

総合日本語 manaba コース登録マニュアル

Course registration manual on manaba for Comprehensive Japanese

- ① 日本語の授業では、manaba を使います。まず、manaba にログインしてください。下記 URL です。自分の統一認証 ID（学生証裏面のバーコード下に印刷されている 13 桁数字）とパスワードを入力してください。

You will use the learning management system called “manaba” for your Japanese classes. Login to manaba. The URL is as follows: Enter your Unified Authentication ID (13-digit number printed on the back of your student ID card, under the barcode) and password.

<https://manaba.tsukuba.ac.jp/>

View in English, if preferred.



English

② 「登録キーを用いて登録」を押してください。

Click "Register for courses using Registration Key".

The screenshot shows the 'My Courses' section of the manaba system. A red arrow points to the link 'Register for courses using Registration Key' within the 'About Self Registration' section. Another red arrow points to the 'Manual' link at the bottom of the page. A yellow box highlights the text 'manaba manual (English/Japanese) are available.' with an arrow pointing to the 'Manual' link.

manaba 2.972
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③ 受けたいクラスの登録キーを入れてください。

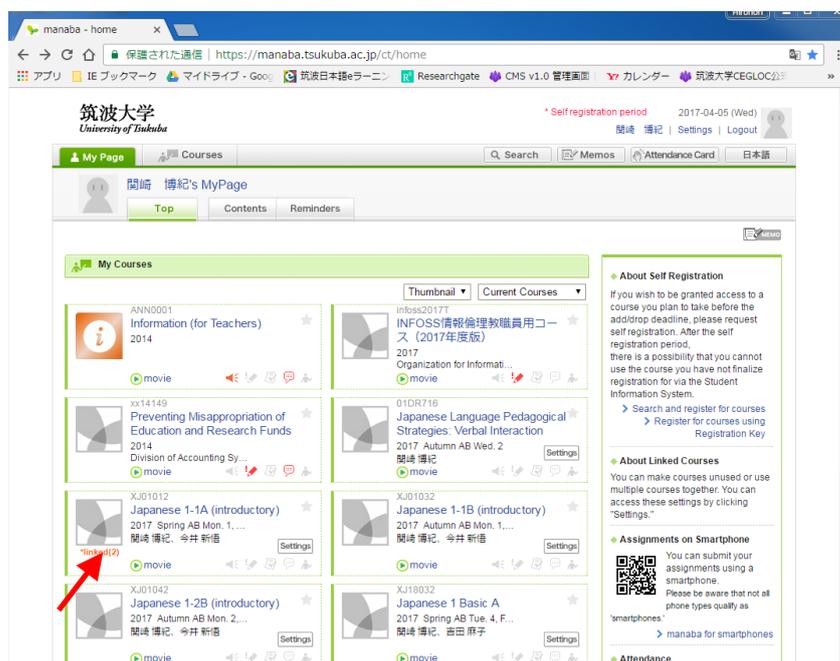
Input the Registration Key of the classes in which you want to enroll.

The screenshot shows the 'Enter Registration Key' form. A red arrow points to the input field where the registration key should be entered. The text 'Input Registration Key' is written in red below the arrow.

manaba 2.88
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- ④ うまくできたら、クラスが表示されます。

If done correctly, the class will appear.



- ⑤ 表示されたクラスをクリックして、授業の資料をチェックしてから授業に参加してください。

Click the class, check the materials for each class and join the classes.

- ⑥ 受講するクラスが決まったら、**各支援室**で履修登録してください。

After you have decided which classes to take, you have to register for classes on your Academic Service Office.

⑦ manaba 自己登録解除方法 / How to drop the registered courses on manaba

1. 削除するコース名をクリック

Click the course name that you would like to drop

The screenshot shows the 'My Courses' section of the Manaba interface. The course 'ANN0002 Information (for Students)' is highlighted with a red box. A red arrow points to this course with the word 'Click' written in red. The interface includes a navigation bar with 'My Page', 'Courses', and 'Portfolio'. The 'Courses' section shows a list of courses with details like course ID, name, year, and teacher. The 'ANN0002 Information (for Students)' course is the one being targeted for deletion.

2. 履修解除 をクリックする

Click

The screenshot shows the 'Drop this course' button highlighted with a red box. A red arrow points to this button with the word 'Click' written in red. The interface displays a message: 'The self registration period is currently in effect. After the self registration period, there is a possibility that you cannot use the course you have not finalize registration for via the Student Information System.' Below this message is the 'Drop this course' button. The interface also shows a 'Course News' section with 'There are no news.' and a 'Threads (latest first)' section with a thread titled 'この掲示板には書き込みをしないでください...'.