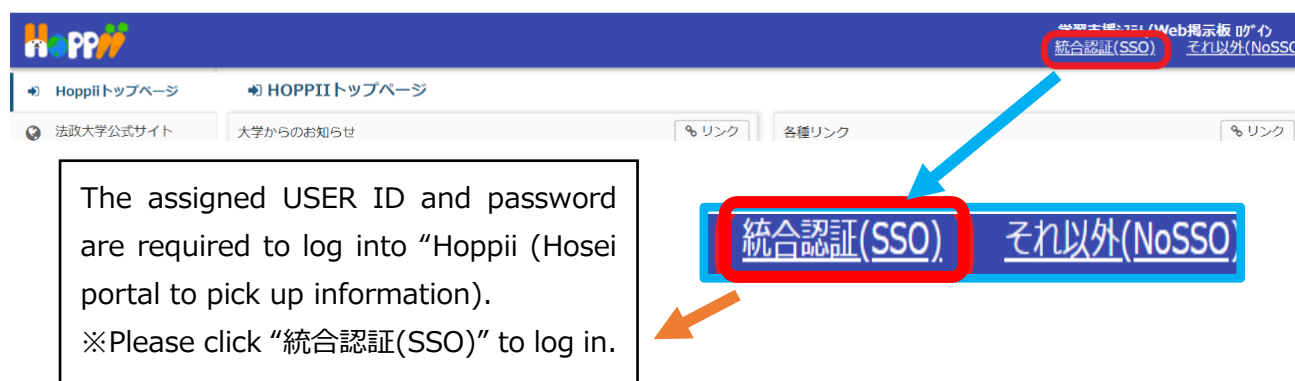# How to check the Online Bulletin Board

ATTENTION:

All the important information from HOSEI University is/will be uploaded on the Online Bulletin Board and the office will not send emails to students unless necessary.

We are sorry that there are many Japanese notifications as well, however, you can search by title with "GBP","SCOPE" and "IGESS" because usually we put the program name in the title for announcements for GBP/SCOPE/IGESS students.

Please search for the online bulletin board and read announcements carefully before making an inquiry. This searching option and individual post are the new functions for this new online bulletin board.

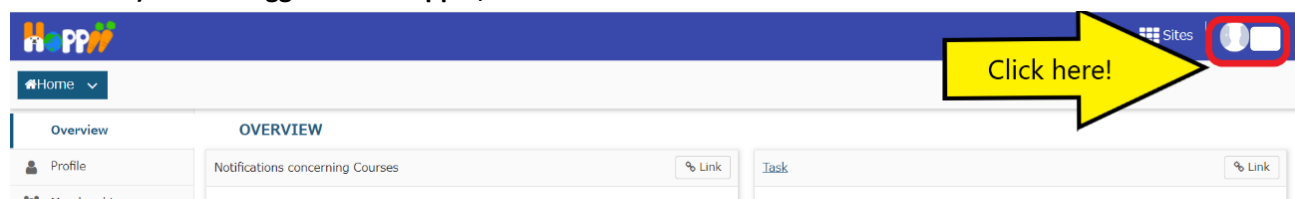1. **Please click the following link, access "Hoppii" and log in.:**

   https://hoppii.hosei.ac.jp/portal

The assigned USER ID and password are required to log into "Hoppii (Hosei portal to pick up information).

※Please click "統合認証(SSO)" to log in.

<Change the language setting if needed>

1) After logged into "Hoppii", click the icon.

Click here!

2) Click "設定".

3) Select "English", and click "設定を更新".

2. Click "Online Bulletin Board" and "Announcements" in the left list

【PC】
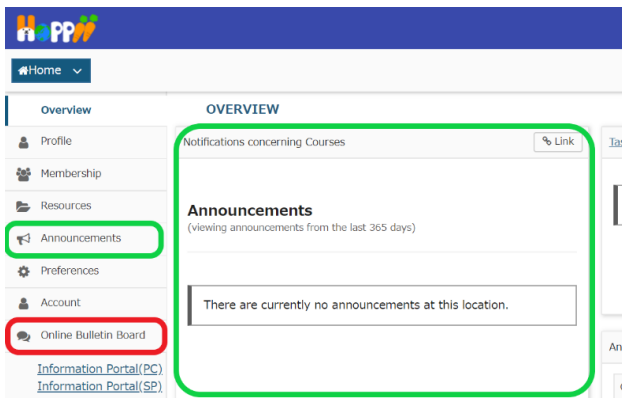
【mobilephone】
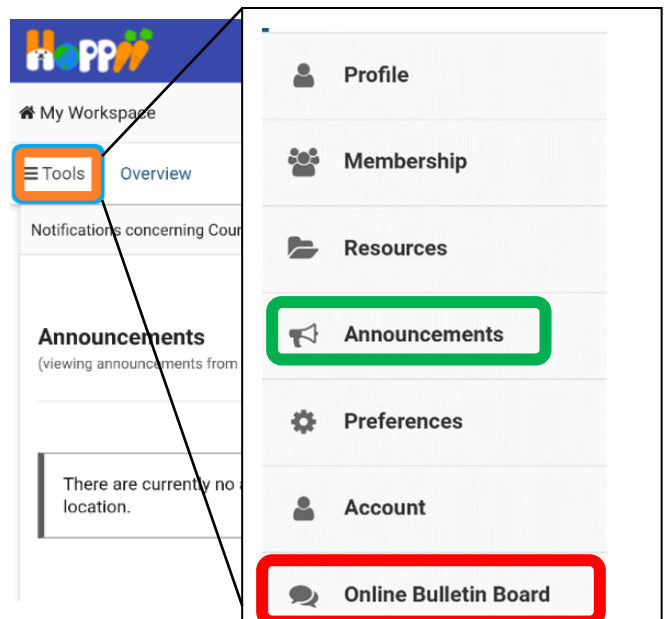
☆**NOTE**☆

Online Bulletin Board : Announcements from **your faculty / graduate school and the university offices** will be posted.

Announcements* : Class Information (Class Cancellation, Classroom Change, etc) and Information from **instructors**.

*Temporary registration or Official class registration on the "Learning Management System" is required.

Online Bulletin Board

There are two announcements: "Faculty Office Announcement(s)" and "Other Announcement(s)".

Information from the academic affairs office (including GBP/SCOPE/IGESS Office) will be posted. Notification Email might be sent from this postings if the information is important.

Information from other office will be posted. Ex. scholarships, job hunting information.

Hint: Searching for "GBP" or "SCOPE" or "IGESS" subject will help you to pick up important information from GBP/SCOPE/IGESS office among many Japanese information. The office usually put GBP/SCOPE/IGESS when posting information for those students.

Subject	Sender	Beginning date	Ending date
! 〔GBP/SCOPE/IGESS〕Updated: The Latest Schedule for Class Registration Period	GBP/SCOPE Office	2020/04/16 11:56	2021/05/21 11:56
（秋学期）入門外国語経営学・入門演習　履修登録について（経営学部）	法政大学経営学部	2020/05/12 11:32	2021/06/16 11:32
〔GBP/SCOPE/IGESS〕Cisco Webex Activation	GBP/SCOPE Office	2020/05/08 17:36	2021/06/12 17:36
〔GBP/SCOPE/IGESS〕Zoom Activation	GBP/SCOPE Office	2020/05/08 17:22	2021/06/12 17:22
入門外国語経営学・入門演習　履修登録について（経営学部）	法政大学経営学部	2020/05/08 16:44	2021/06/12 16:44

① Specify the conditions of the notification to be displayed.

The initial value of the delivery date and time is the current date and time. Notifications that are being delivered within a specified period of time are eligible.

If you specify a subject, only notices with a partial match will be displayed.

② If you have more than 10 announcements, you can navigate the page here.

|<・・・Top of page

<・・・Previous Page

>・・・Next Page

>|・・・Last page

③ A notification that matches the conditions specified in ① will be displayed.

The subject icon has the following meanings.

❗ ・・・ Top Notifications

📎 ・・・ With Attachments

Click on the link in the subject line to view the contents of the announcement.
The order of the list will be changed by clicking on the headline (subject, source, start date and time of distribution, date and time of distribution end).
You can change the ascending and descending order by clicking further.

e.g.)　　　　　　⬆···Ascending　　　　⬇···Descending

NOTE

Even if you change the order, the top-ranked announcements set by the offices will be remained at the top of the list.

HINT

The notices displayed here are only relevant to the user (you). If you can not find announcements, please review the date and time and the subject of the message in ①.

Details of Each Announcements

You can check the contents of each announcements by clicking "Subject" in the list.
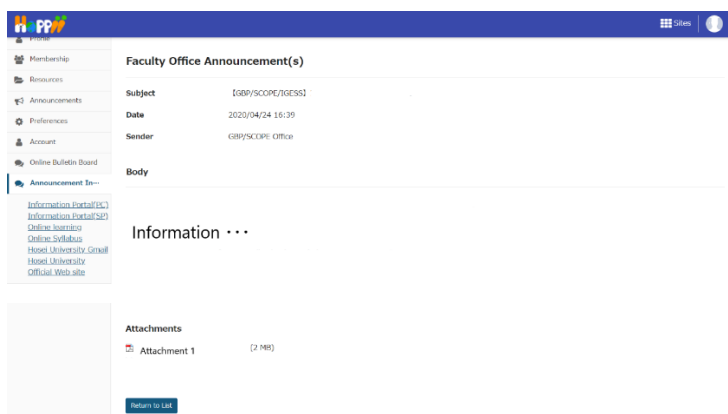
If there is an attachment, you can view or download the attachment by clicking the attachment names.