

In the followings, please read “Tokyo Tech” as “Portal for Science & Engineering Field, Institute of Science Tokyo”.

# TOKYO TECH PORTAL NEWS FOR MATRIX CODE TABLE

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The Institute of Science Tokyo was established on October 1, 2024, through the integration of Tokyo Institute of Technology (formerly Tokyo Tech) and Tokyo Medical and Dental University (formerly TMDU).

The integration of information infrastructure at Science Tokyo is progressing step by step. As a result, the previous authentication systems, **Tokyo Tech Portal** (for Tokyo Tech) and **TougouID Portal** (for TMDU) are still in operation alongside the new **Science Tokyo Auth. System**. You will need to use different authentication systems depending on the specific systems and services you wish to access. This paper explains **the Portal for Science and Engineering**.

## HOW TO USE “THE PORTAL FOR SCIENCE & ENGINEERING”

The Portal for Sci & Eng provides you ...

- ▶ Web system for S&F (Grade assignment), etc

Science Tokyo LMS is available on the Science Tokyo Auth. System. Please see the back for details.

- ▶ Obtain your “Science Tokyo ID”

You can also get **Initial Password** to log in to the Science Tokyo Auth. System for the first time.



Login to the Portal with the “Matrix Code” printed on the backside of your Matrix Code Table\*.



←Please log in to the Portal from here

Account: Student ID number  
\*Printed on the card.

Password:  
Initial password is printed on a separate sheet.  
\*Neither numeric character nor space is used in the initial password. O = “O” of Oscar, l = “l” of lima, Period “.”, and/or slash “/” may be used.  
Note that upper- and lower- case characters may coexist.

Matrix code ↓

(A table printed on the backside of your IC card)

	A	B	C	D	E	F	G	H	I	J
1	F	H	C	F	A	Q	Q	B	C	D
2	K	E	F	I	H	R	J	Y	X	D
3	I	E	Y	J	T	M	X	F	N	R
4	K	V	S	A	M	J	H			
5	D	H	N	O	P	W	X	Q	X	V
6	A	B	C	D	E	F	G	X	D	I
7	E	C	J	T	M	X	F	N	R	K

Type “DAC”

### How to login

1. Open the browser and go to the Portal for Sci & Eng field as follows.  
<https://portal.titech.ac.jp>
2. Click the “Agree (Matrix / OTP / Soft Token Auth.)” button.
3. Enter your Account and Password.



If previous page (front page) appears after clicking OK button, you might misspell your account or password. Try it again.

4. Choose [Matrix] at “Move to Other Authentication”, and click [OK].  
At your first login, no this step.)

5. Enter matrix codes.

[A, 5]  \* You can use either lowercase or uppercase here!  
[A, 6]   
[C, 1]

We recommend printing a copy of the table on the back of your IC card.

\*Matrix Code Table = Cards other than the Science and Engineering IC card (mainly for part-time lecturers).

**Obtain an m.titech address is optional**

*Notifications from the Academic Affairs Web System and LMS will be sent to your m.isct address (Science Tokyo Gmail).*

**After you successfully logged in, please try these following initial settings!**

If you do not wish to obtain an m.titech address, please skip sections (II) and (III).

**I First, click “Password Change”.**

For security reasons, never use the same password you are using in other service!

**(II) Next, click “Name Registration”.**

Registering your name by roman alphabet by yourself. It is used in the Portal system and especially important for your email account of Tokyo Tech Mail called “m.titech address”.

**(III) Then, make sure to open “Tokyo Tech Mail” once to make officially your email address valid.**

**Resource menu of the Portal (example)**



Example of Tokyo Tech e-mail address  
Last name = Ohoka, First name = Taro  
⇒ [ohoka.t.ab@m.titech.ac.jp](mailto:ohoka.t.ab@m.titech.ac.jp)

\* Two characters are assigned automatically by the system.

**Using Web mail (Tokyo Tech Mail) provided by the Portal for Sci & Eng**

Since the integration of the two colleges in October 2024, there are some systems working at the same time. As for email addresses, you can continue using “Tokyo Tech Mail” which used to be an official college email system in previously Tokyo Tech.

As for now, regarding Tokyo Tech Mail system, it is scheduled as the following;

Cease an issuance of new email account: March 2027

Decommission a mailbox: March 2029

*The schedule is subject to change due to various circumstances.*

We will announce widely in the college in advance when the operation policy is decided.

【Tokyo Tech Mail】



**FOR USING SCIENCE TOKYO LMS**

*The issuance of your Science Tokyo ID may be delayed from your enrollment start date. Please make sure to confirm whether your ID has been issued. <https://portal.isct.ac.jp/en/> (At the upper-right corner)*

**You can use the Science Tokyo LMS on the Science Tokyo Auth. System.**

To use the Science Tokyo Auth. System, you must first confirm your Science Tokyo ID and initial password from the “Science Tokyo ID / Initial Password” menu in the Portal for Science and Engineering. After confirming your Science Tokyo ID and an initial password, please proceed to the initial login for the Science Tokyo Authentication System. [https://www.helpdesk.cii.isct.ac.jp/st/helpdesk/science-tokyo/login\\_guide-en.html](https://www.helpdesk.cii.isct.ac.jp/st/helpdesk/science-tokyo/login_guide-en.html)

【How to Log-in】



**IF YOU NEED ASSISTANCE...**

**FAQ about the Portal for Science and Engineering**

Lost your issuance notice, forgot your password, Tokyo Tech Mail expiration, etc.  
The Portal top > FAQ <https://portal.titech.ac.jp/faq/index.html>

【FAQ regarding the Portal for Sci & Eng】



**Science Tokyo IT Help Desk**

9 a.m. - 12:15 p.m., 1:15 p.m. - 5 p.m. Closed on non-working days and holidays

*When you inquiry, please let us know your name, campus mainly belonging, Matrix Code Table number.*

E-mail: [contact@helpdesk.cii.isct.ac.jp](mailto:contact@helpdesk.cii.isct.ac.jp) Slack: #st-help-itサポート-情報基盤

Office: Room 405, 4th Floor, Building 8, Ishikawadai Oookayama Campus *the office located directly in front of the escalator*

