

# Manual for Browsing Syllabuses for fall semester 2020

This manual provides instructions for browsing online syllabus.

Each course instructs course format on “Course Format” field. Contents of online course will post on “Study Required Outside Class” field such as pdf files of class notes, video files, Teams links, etc.

Please browse brows syllabus to check course format of FS 2020 from September 3.

About online course materials, you can browse from at noon of the day before the lecture day.

 Access the class syllabus registration page

To browse a class syllabus, you need to go to the special page, which can be accessed both on- and off-campus. Follow the steps provided below.

① Visit Kwansai Gakuin University Syllabus “Search Criteria” page.

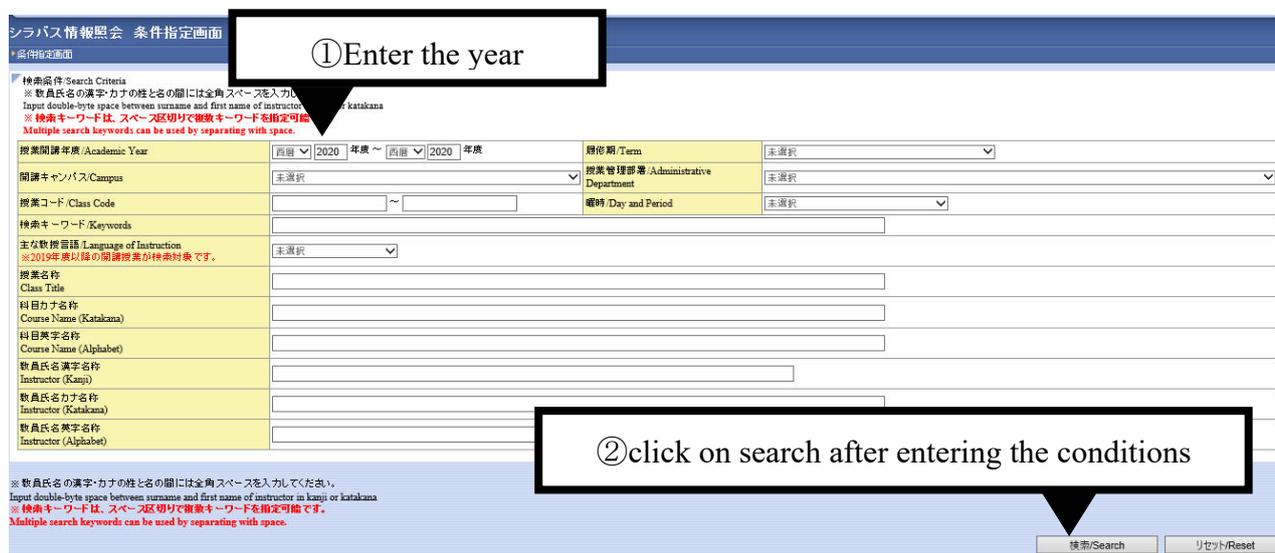
URL: <https://syllabus.kwansei.ac.jp/uniasv2/UnSSOLoginControlFree>

 Search syllabus of the course to request to register

① Input “2020” at “Academic Year” field.

Input or select “campus”, “Class Code”, “Class Title”, “Instructor” and so on.

Note: Search condition will be “AND” condition.



The screenshot shows the 'Syllabus Information Search Criteria' page. A callout box labeled '① Enter the year' points to the 'Academic Year' field, which is set to '2020'. Another callout box labeled '② click on search after entering the conditions' points to the '検索/Search' button at the bottom right of the form. The form includes fields for 'Academic Year', 'Campus', 'Class Code', 'Keywords', 'Language of Instruction', 'Class Title', 'Course Name (Katakana)', 'Course Name (Alphabet)', 'Instructor (Kanji)', 'Instructor (Katakana)', and 'Instructor (Alphabet)'. There are also dropdown menus for 'Term' and 'Department'.

② Click “Search” button.

③ Click the icon (Loupe icon) of the course to browse.

シラバス情報照会 結果一覧画面

③click the icon

項番 No.	授業管理部署 Administrative Department	授業コード Class Code	授業開講年度 Academic Year	履修期 Term	代表科目コード Course Code	【科目番号】授業名称 【Course Number】Class Title
1	共通教育センター／Center for Common Educational Programs	42000001	2020年度	春学期／Spring	420000	【100】「開学」学【関西学院の歴史】1／Introduction to Kwansei Gakuin
2	共通教育センター／Center for Common Educational Programs	42000002	2020年度	秋学期／Fall	420000	【100】「開学」学【関西学院の歴史】2／Introduction to Kwansei Gakuin
3	共通教育センター／Center for Common Educational Programs	42000003	2020年度	秋学期／Fall	420000	【100】「開学」学【関西学院の歴史】3／Introduction to Kwansei Gakuin

 Confirm the class format

- ① Course format is mentioned in the “Course Format ” field how to hold the course in the simultaneous two-way, on-demand format or face to face style.
- ② Ex.1 online class by Simultaneous and two-way style.  
Ex.2 face to face class (after 3rd session). Also On-demand format will be provided for unaccessible students.

 Confirm the “Study Required Outside Class” field

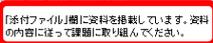
- ① You can check and confirm the post the detailed instructions and/or files for your assignments on LUNA or external websites, and post the reference URLs and a summary of the instructions by the instructor in the syllabus.

Ex. 1) 【Updated on: September 22nd, 10:00 AM】

Please join our Teams group using the URL posted in the “URL Links” field before the start of the class.

Ex. 2) 【Updated on: September 28th, 09:15 PM】

I have uploaded the class materials for our 2nd class (on September 30th) to LUNA. Please check the “URL Links” field for the URL of our course homepage on LUNA

	授業計画 Topic	授業外学習 Study Required Outside Class
第1回 Session 1	オリエンテーション。 関西学院の建学の精神であるキリスト教を学ぶ意義、授業の目的、到達目標、全体の流れ、方針、授業での注意事項について認識する。また、学院での宗教活動、宗教全般の基礎知識、反社会的なカルト宗教についても理解する。	 「添付ファイル」欄に資料を掲載しています。資料の内容によって課題に取り組みください。

- ② Please refer to “ attached file” or “URL link”, if you see these in the “Study Required Outside Class” field.

備考 Note	ご受講いただく際の特別講義をすることがある。その場合はシラバスの授業計画を変更することがある。	
添付ファイルFile Attachment 1	<a href="#">課題.pdf</a>	説明1/Explanation 1
URLリンクURL 1	<a href="#">動画URL</a>	
更新日時/Date of Update	2020年03月31日 09:55分44秒	

■教室情報 Classroom Information					
順番 No.	開講年度 Year	開講期 Term Offered	曜日 Day and Period	使用開講期 Term for Classroom Use	教室情報 Classroom
1	2019年度	春学期／Spring	火曜2時限／Tuesday 2	春学期／Spring	4別-202

※記載されている授業情報は変更されることがあります。最新の情報は、数学Webサービスを確認してください。  
\* Class Information are subjected to changes. Make sure to check for the latest information on the Kyogaku Web Service.

※Note

LUNA may not work correctly if you access with “Internet Explorer”.

Please access LUNA with following Browser.

- Google Chrome
- Microsoft Edge
- Mozilla Firefox
- Apple Safari (only for MacOS)