How to log into NOUS
1. Logging into NOUS with 2-Step Verification

1. Entering your ID and password (1)

Please open the login page for NOUS from here (https://nous.nins.jp/user/signin).
Please click an Login ID entry field and enter your ID using your email address, which you registered when you applied for an user account.

If you can not remember your Login ID, please send us email. There is our email address in “Inquiry” below.
1. Logging into NOUS with 2-Step Verification

3. Entering your ID and password

Please click an password entry field and enter your password.

- If you cannot remember your password and would like to reset it, please check “Resetting password” below.
1. Logging into NOUS with 2-Step Verification

4. Entering your ID and password(4)

Please click the button *Login*. 

Login with your credentials

Shibboleth authentication

For your single sign-on to NOUS, your institutional identity provider (IDP) must allow the 'ssoServletTargetURL' attribute to be redirected by the NOUS service provider (SP). You should also agree to do so in the configuration catalog.
1. Logging into NOUS with 2-Step Verification

5 Entering your ID and password (5)

Please confirm the webpage has been switched and your ID and password are correct.
1. Logging into NOUS with 2-Step Verification

6 How to get verification code(1)

Please click the button

Push this button to obtain your keycode

to obtain a verification code.
Please confirm the message “認証キーを送信しました”, which means an verification code has been successfully sent.
Please open an email sent via NOUS which subject is “認証コードの送付(Sending a Verification Code)”. The email is sent to your registered email address.
1. Logging into NOUS with 2-Step Verification

9. How to get verification code (4)

Please copy characters in the email. “認証キー” means a verification code in Japanese.

The code is valid for 10 minutes. If you need a new one, please go back to the webpage and click the

Push this button to obtain your keycode button again.
1. Logging into NOUS with 2-StepVerification

Please go back to the login page and paste the code into the field.
13. How to get verification code (6)

Then please click the button [OK].
Please confirm you successfully logged into My Page.

The process of logging into NOUS with 2-Step verification is completed.
2. Enabling Single Sign On for NOUS with Shibboleth

**NOTE**: Only users who fulfill the following requirements can use Single Sign On for logging into NOUS:

- Your institute is authenticated as a member of Academic Access Management Federation in Japan (GakuNin*).
- Your institute give permission to use Single Sign On for NOUS.

Please ask person in charge at your institute if you would like to know whether you could use SSO or not.

*If you would like to know more about GakuNin, please check the following URL. ([https://www.gakunin.jp/en](https://www.gakunin.jp/en))

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1. What is Single Sign On?

When you use several Web systems and log into any one of them, you do not have to log into the other systems if you could use Single Sign On. It can be enabled by the system named Shibboleth.*

Thus if you set up SSO, you do not have to use 2-StepVerification for logging into NOUS and could simplify the process.

*If you would like to know more about Shibboleth, please check the following URL. ([https://www.shibboleth.net/about-us/the-shibboleth-project/](https://www.shibboleth.net/about-us/the-shibboleth-project/))
1. Logging into NOUS with 2-Step Verification

Please open the login page for NOUS from here: https://nous.nins.jp/user/signin.

2. Setting up Shibboleth

Please log into NOUS with 2-Step Verification

⚠️ In order to activate Single Sign On, you need to log into NOUS with 2-step verification and set it up from My Page at first.
After entering My Page, please click the button **Single Sign-on Setting** in the green bar at the upper part of the screen.
Please click **Login via Shibboleth**. All of the written description above the button explains that you need to set up Shibboleth at first to use SSO.
2. Enabling Single Sign On for NOUS with Shibboleth

5. Setting up Shibboleth (4)

Please click the arrow down next to the Japanese text 「所属機関の選択(Select your Institute)」.
2. Enabling Single Sign On for NOUS with Shibboleth

6 Setting up Shibboleth(5)
Please select your institute from the drop-down list.
2. Enabling Single Sign On for NOUS with Shibboleth

After selecting your institute, please select the button 「選択(Select)」.
Then you could see the login page of your institute. Please enter ID/Username and password and log into the system. (*The example is login page of IMS.)
2. Enabling Single Sign On for NOUS with Shibboleth

9 Setting up Shibboleth (8)

Please register your institute to skip the above process by clicking 「所属機関を保存して次へ」 (Please select your institute and go to the next step.)

The whole Japanese description above the buttons says:
If you register your institute, you could skip the process of selecting your institute next time you visit the system with the same browser. Your selected institute is below:
At this point, Shibboleth has been set up. Please confirm that the 「アカウントの関連付けが完了しました(Your account is authenticated for Shibboleth.)」 message has been displayed at the upper part of the screen.
2. Enabling Single Sign On for NOUS with Shibboleth

11 How to log into NOUS with Single Sign On(1)

Please go back to login page and click the button **Login via Shibboleth**.

- Please do not enter your ID or password in upper entry fields.
Please follow the instructions the system at your institute indicate and log into NOUS. You do not have to use 2 Step-Verification.
3. Resetting Password

1. Please click the button menu on the login page.
Please enter your login ID in the indicated field.
Please enter your login ID again in the lower column for confirmation.
Please click the button Enter.
Please confirm that the “Password reset email sent.” message has been displayed at the upper part of the screen.
An E-mail to reset your password will be sent via NOUS. Please click the URL and open the window to reset your password.
Please enter your new password in the upper column.

Passwords should have more than 9 characters, at least one upper or lowercase letter, and one alphanumeric symbol.
Please enter the password again in the lower column for confirmation.

Please take care to enter correct password.
3. Resetting Password

Please click the button **Change**.
At this point, your password has been reset. Please confirm that the “Password successfully changed” message has been displayed at the upper part of the screen. Please go back to login page and try to log into NOUS using your new password.

The process of resetting your password is completed.
If you have any questions about NOUS, please do not hesitate to contact us.

**Address**
Joint Research Section, International Relations and Research Cooperation Division, Okazaki Administration Center, National Institutes of National Sciences (NINS)
38 Nishigonaka Myodaiji, Okazaki, Aichi, 444-8585

📞 TEL  0564-55-7133
✉️ MAIL  r7133@orion.ac.jp