

Rules to be Observed When Taking Online Classes (Remote Classes)

To All Nagoya University Students

Students attending remote classes (classes posted on NUCT, classes broadcast over the internet via Zoom, Vidyo or the like) at Nagoya University that utilize Information and Communication Technologies (ICT) shall comply with the following rules.

Failure to do so shall be viewed as an act of misconduct, and disciplinary actions may be taken or acquired credits of the corresponding semester may be revoked. Additionally, individuals who violate the Copyright Act or cause damages due to the leakage of personal information may be subject to legal action including criminal penalties.

- Do not provide the meeting URL and/or meeting ID for a lecture to others. Other people should not be provided access to said lecture.

(Unauthorized access puts not only your personal information at risk, but that of the other students in the class as well.)

- Lectures shall not be converted to data by audio/video recording, screen-capture, or by any other method.

(Such acts may violate copyright and portrait rights. Furthermore, if the data is leaked, it may result in students' personal information being leaked.)

*Examples of prohibited behavior:

Taking a photo or video of a class using your smartphone camera while attending a real-time remote class using Zoom on your computer; publishing photos or video of the class on the internet or by any other method.

- Course materials/videos acquired via download shall not be copied, shared with others, or published on the internet or by any other method. Print materials acquired during classes shall not be digitized or published on the internet or by any other method.

(Such acts may violate copyright.)

*Example of prohibited behavior:

Publishing class scenes and materials on your website or by any other method.

- As a person reporting on seminars: 1) when making copies of another person's copyrighted work, or uploading them to NUCT, etc., ensure that the author's interests are not unfairly harmed, and only use what is required for class use (for example, do not copy one publication extensively), and 2) when citing a portion of another person's copyrighted work in a briefing, etc., follow the appropriate citation methods (limitation of scope, source citation, etc.).

(Failure to observe these rules may violate copyright.)

- When submitting assignments, do not submit the work of other students or copies of reports made by another person.

(Doing so will be considered misconduct.)

*NUCT, which is an acronym for “Nagoya University Collaboration and course Tools”, is an instructional learning support system used to manage classes over the internet (class communications, referencing of class materials, posting assignments, report submissions, etc.)

*Reference material: “Study with Academic Integrity (Center for the Studies of Higher Education [CSHE])

<http://www.cshe.nagoya-u.ac.jp/support/file/integrity.pdf> [Link\(Japanese only\)](#)

Provides the rules, manners, and examples of misconduct in the pursuit of academics.