

New application procedure for CiNii Research Institutional Authentication

To newly use the function of Institutional Authentication provided by CiNii Research, please follow the steps below to apply.

1. Access "Institution data entry" of the CiNii Research Institutional Authentication Usage application below.

<https://auth.cir.nii.ac.jp/user/registration/input?lang=en>

2. On the page shown below, fill in "Category" and the following items. If you have any questions about contents, refer to the "Frequently Asked Questions-About Institutional Authentication" page below.

https://support.nii.ac.jp/en/cir/faq/inst_auth_service

Institutional authentication: Usage application > [Institution data entry](#)

This is the contact point for new registrations and renewals of institutional authentication. Please enter your institution's information.

Items marked with * are required

Passcode reissue procedure
 New application procedure
 Renewal application procedure
 Statistical chart preparation procedure

(Update)	Application Id	<input type="text" value="AUTHxxxxxxxx"/>	This field is required for renewal application. Please enter the ID and passcode you were notified of via email.	
	Application Passcode	<input type="text"/> <input type="button" value="Restore registration content"/>		
Service Use	<input type="checkbox"/> Suspension <input type="checkbox"/> Resumption <input type="checkbox"/> Cancellation The checkboxes for suspension, resumption, and cancellation should be selected after the "Restore registration content" process.	No check is required for new applications.		
Category*	<input type="text" value="Please select"/>			
Name	School/ Company	in Japanese Kana*	<input type="text" value="こくりつじょうほうだいがく / National Information University"/>	Your school / company, faculty / department will be displayed in the upper right when you access to CiNii from your organization. Example: National Information University, Faculty of Science ※ If Display Name is set, your school / company, faculty / department can't be displayed.
		in Japanese Kanji etc.*	<input type="text" value="国立情報大学 / National Information University"/>	
		in English*	<input type="text" value="National Information University"/>	
	Faculty/ Department	in Japanese Kana	<input type="text" value="りがくぶ / Faculty of Science"/>	
		in Japanese Kanji etc.	<input type="text" value="理学部 / Faculty of Science"/>	
		in English	<input type="text" value="Faculty of Science"/>	

- Be sure to confirm the contents of "Terms of Use for Academic Content Services", displayed at the bottom, and then check to "I agree to the" Terms of Use for Academic Content Services." And click "Next".

register an original image for LinkIcon, please set the image size to 68px wide and 19px high. <input type="button" value="Link"/> <input type="button" value="OPAC"/>	OpenURL1 <input type="text" value="https://example.com/openurl1"/> <input type="button" value="1.0"/> LinkIcon Clear
	OpenURL2 <input type="text" value="https://example.com/openurl2"/> <input type="button" value="1.0"/> LinkIcon Clear
	OPAC1 <input type="text" value="https://example.com/opac1?issn=[ISSN]&isbn=[ISBN]&ncid=[NCID]"/> LinkIcon Clear
	OPAC2 <input type="text" value="https://example.com/opac2?issn=[ISSN]&isbn=[ISBN]&ncid=[NCID]"/> LinkIcon Clear
	<input type="button" value="Add"/>
Shibboleth authentication settings The "jao" is required in the configuration. The "Link Setup Destination" link will appear during Shibboleth authentication.	OpenURL,OPAC Group Name <input type="text" value="標準表示"/> ※Link settings
	jao <input type="text"/> jaou <input type="text"/> o <input type="text"/> ou <input type="text"/>
	jao <input type="text"/> jaou <input type="text"/> o <input type="text"/> ou <input type="text"/>
	jao <input type="text"/> jaou <input type="text"/> o <input type="text"/> ou <input type="text"/>
	jao <input type="text"/> jaou <input type="text"/> o <input type="text"/> ou <input type="text"/>
	<input type="button" value="Add"/>
Note	<input type="text"/> Please enter any reasons for cancellation or renewal.
Please be sure to read the "Terms of Use for Academic Content Service" before applying to use this service. <input checked="" type="checkbox"/> I agree to the "Terms of Use for Academic Content Services".	
<input type="button" value="Return to CiNii Research"/> <input type="button" value="Write File"/> <input type="button" value="Read File"/> <input type="button" value="Back"/> <input checked="" type="button" value="Next"/> <input type="button" value="Reset"/>	
If you have any questions, please contact us from here .	
National Institute of Informatics	

The functions of each button at the bottom of the page are as follows

- Return to CiNii Research
Moves to the top page of CiNii Research.
- Write File
Save the registration contents of Institutional Authentication in tab-separated text (TSV) format on your PC. We recommend that you click the "Write File" button to save the Institutional Authentication registration contents in case of transfer problems.
- Read File
Read the file in the format output by "Write File" and display the registered contents.
- Back
Return to the previous page.
- Reset
Delete all registered contents.

4. On the confirmation page, click "OK".
5. Confirm that your application is correct on the page below.

Institutional authentication: Usage application > Institution data confirmation

A confirmation email will be sent to your email address that you entered.
Please confirm your application details, and access the URL that is in the email to complete your application.

Items marked with * are required

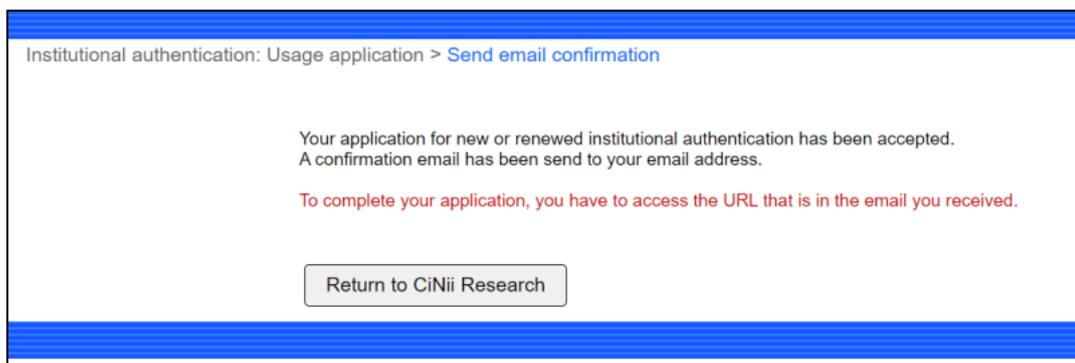
(Update)	Application ID		
	Application Passcode		
Service Use			
Category*		Japan: Inter-univ. research institute.	
Name	School/ Company	in Japanese Kana*	てすと
		in Japanese Kanji etc.*	国立情報学研究所
		in English*	NII
	Faculty/ Department	in Japanese Kana	
		in Japanese Kanji etc.	
		in English	

6. If your application is correct, click the "Request an application" button at the bottom. If there is a mistake, click the "Back" button and correct the mistake.

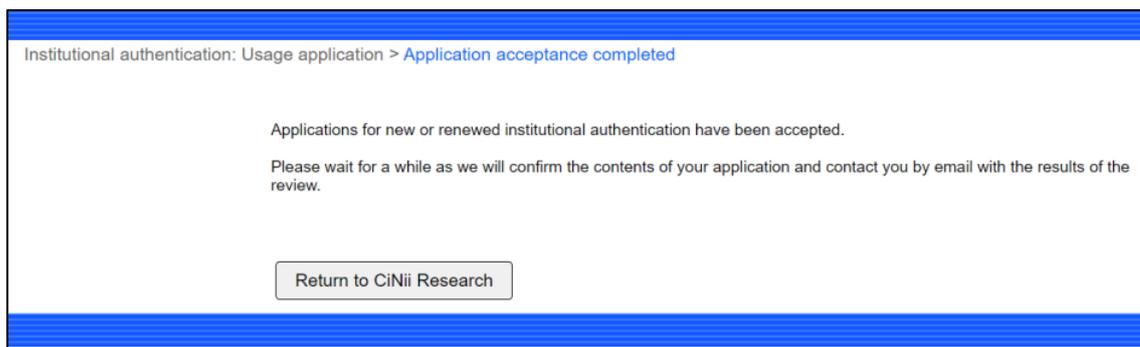
IP addresses* / OpenURL,OPAC group names	<ul style="list-style-type: none"> ●OpenURL,OPAC Group Name <標準表示> ●IP addresses 203.165.211.5 ~ 203.165.211.5 ●OpenURL1, 2 ●OPAC1, 2
	<ul style="list-style-type: none"> ●OpenURL,OPAC Group Name <標準表示>
Note	

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7. The page as shown below is displayed, and an email with the subject "Information on applying for "registration/renewal" of CiNii Institutional Authentication" is sent to the registered email address. Click the URL listed under "Please click the following URL to complete your "registration/renewal" application" in the email.



8. The page as shown below is displayed, and an email with the subject "Notice of completion of application for "registration/renewal" of CiNii Institutional Authentication" is sent.



9. When the review of the new application is completed, the subject "Notice of completion of application review for "registration/renewal" of CiNii Institutional Authentication" email is sent to the registered email address. The email contains "Application Id", "Application Passcode" and your application. With this email, your application is reflected in Institutional Authentication system of CiNii Research. However, please note that it may take some time for the following items to be reflected in Institutional Authentication system.

- Google Analytics tracking cod
- IP addresses / OpenURL, OPAC group name
- Shibboleth authentication settings

10. To confirm the contents registered in the Institutional Authentication system, follow steps 1 to 4 in "Renewal application procedure for CiNii Research Institutional Authentication".