

Written confirmation of PC settings to be used at home

PC to be used

Type of OS (Windows, Mac, etc.) _____

Type of antivirus software _____

Make sure that a computer security (safety) system or technology is installed in the PC used in keeping with the following items.

1. The firewall that controls exterior communication is activated.
Example: When activating the Windows Defender Firewall (for Windows 10)
(1) Click the “Start” button then click in the order of “Windows System Tool”, “Control Panel”, “System and Security”, “Windows Defender Firewall”, and “Turn Windows Defender on or off”.
(2) Set all settings of “Various Network Settings Customization” to “On”, select the other fields appropriately, and click “OK”.
2. Download updates automatically for regular critical upgrades.
Example: When renewing Windows Update automatically (for Windows10)
(1) Click the “Start” button then click in the order of “Settings”, “Update and Security”, and “Advanced Options”.
(2) Turn “Receive updates for other MS products when you update Windows” to “ON”.
3. Update the antivirus software of the computer and run a virus scan on a regular basis.
4. Please check one.
 - The hard drive is encrypted.
 - Do not take out Confidentiality 2 and Confidentiality 3 (disk encryption is not mandatory).
(Reference: PC Disk Encryption Guide <https://oii.tsukuba.ac.jp/security/utos/>)
5. One PC is not shared, or although it is shared, individual user registration is performed, and it is set so that no one other than yourself can log in.
6. P2P software (Winny, Win MX, Share, etc.) are not installed.

I made sure that the above are configured.

Signature _____

Employees with an office e-mail account (@un.tsukuba.ac.jp) have access to e-mail and the public folder at work by accessing the Outlook Web Access from the following address over the Internet. https://gwo.un.tsukuba.ac.jp/owa/
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