

# Osaka University Safety Confirmation System

## ANPIC User Guide



OU mascot  
Dr. Wani

This guide is not a detailed manual but a guide for users to quickly access existing information available on the university's website, MyHandai, ICHO, and KOAN.

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# 01 Learn About ANPIC

What is ANPIC?

ANPIC is a system using the internet that allows students and staff to report their safety situation in various ways during disasters such as earthquakes. It is also a disaster response system that enables the administrators of each department to centrally manage safety information.

This system was implemented in 2023 to strengthen the safety confirmation structure of the university.

Do non-regular students need to report their safety on ANPIC?

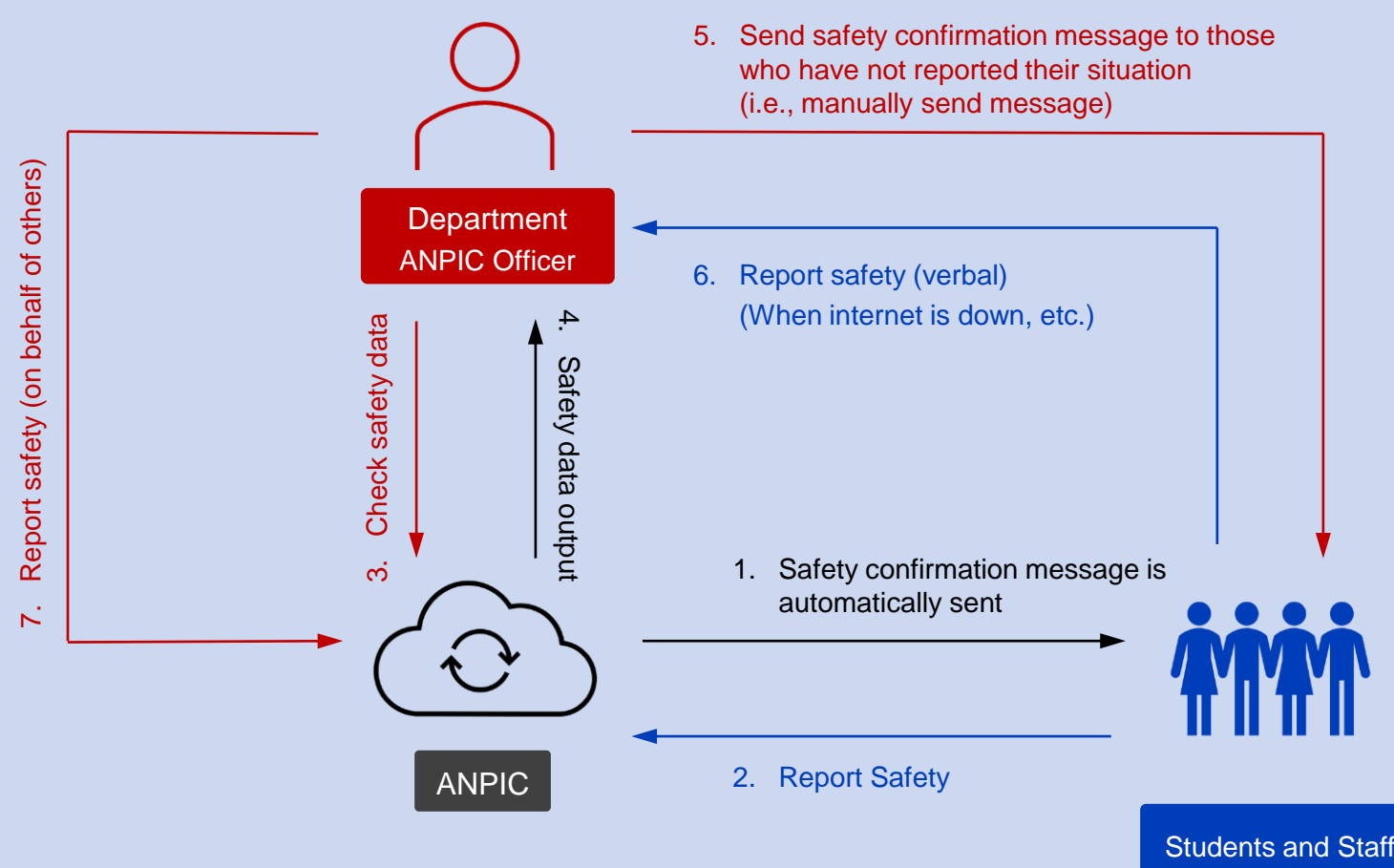
Yes.

Students (regular and non-regular students) who have an Osaka University Personal ID as well as full-time and part-time staff employed by the university are registered as ANPIC users.

How does the university operate ANPIC?

Below is an overview of the operation of ANPIC.

The safety information of students and staff is quickly and accurately collected using ANPIC.



## 02 Initial Setup Procedure (1 of 2)

What should I do first?

First, complete the initial setup using the initial setup website. You will be able to use all functions of ANPIC once the initial setup is complete. Specifically, you will have to register an email address and password. Please refer to the [Initial Setup Procedure on the ANPIC page of the university's official website](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin).  
[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

The initial setup website prompted me to enter a login ID. What should be entered?

Enter your 8-character Osaka University Personal ID that begins with u. Please note that this is different from your Role ID.

I have not received the "initial registration email" mentioned in the Initial Setup Procedure.

The initial registration email will be sent to the email address issued by the university's Department of Information and Communications Technology Services. Below are the said email addresses.

Staff: XXXX@osaka-u.ac.jp or XXXX@office.osaka-u.ac.jp

Students: XXXX@ecs.osaka-u.ac.jp

Please note that even if you regularly use an email address (XXXX@xxx.osaka-u.ac.jp) issued by your affiliated department such as a school, graduate school, or center, the initial registration email will not be sent to that address.

## 02 Initial Setup Procedure (2 of 2)

I received what looks like the initial registration email, but it seems suspicious.

The initial registration email will be sent from an address outside of the university's domain. There may be hesitation to click on the URL in the email, however, it is not spam if it matches the sender and subject below.

**Sender:** 大阪大学安全衛生管理部

(Department for the Administration of Safety and Health, Osaka University)

no-reply[at]jecc.jp (Replace [at]with@)

**Subject:** 【阪大ANPIC】ANPIC初期登録について(Regarding ANPIC initial registration)

How can I confirm that the initial setup has been completed without problems?

The registration is complete if you can log in to the ANPIC website.  
See page 4 of this guide for how to log in.  
You will not receive a registration confirmation email.

## 03 Access Your ANPIC Account

What can I do on my ANPIC account once the initial setup is complete?

You can report your safety from your account, read the Q&A and information about ANPIC, send test messages to yourself, and change your password and email addresses.

How can I log in to the ANPIC website?

Click on the website URL\* to access the login page and enter your 8-character Osaka University Personal ID and password that was registered when completing the initial setup.

\*The URL is on the [ANPIC page of the university's official website](#). Please be advised that this URL is different from the initial setup website's URL on page 2.

[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

What will happen if I enter the wrong password too many times and fail to log in?

An email in Japanese will be sent to your registered email address after 3 failed login attempts. Click on the URL in the email to reset your password.

The [Q&A page on the official ANPIC website](#) also includes related information (section "1. Logging In").

[https://www.anpic.jp/faq\\_user\\_en/](https://www.anpic.jp/faq_user_en/)

## 04 Report Your Safety (1 of 3)

How and when should I report my safety?

There are three ways to report your safety:

1. By clicking on the URL in an email requesting a safety report
2. Using the ANPIC app or LINE
3. From the “Report your safety” section on your ANPIC account

If an earthquake with a seismic intensity of 5 upper or stronger occurs within Osaka Prefecture, an email from ANPIC requesting a safety report will be sent automatically (1. above). In the case that an earthquake with a seismic intensity of 5 upper or stronger occurs within neighboring prefectures, the university will send an email requesting a safety report. If you receive such messages, click on the URL in the email to report your safety.

The following sender and subject will be displayed in these emails.

Such emails will be sent from an address outside of the university's domain, however, they are not spam.

**Sender:** 大阪大学安全衛生管理部

(Department for the Administration of Safety and Health, Osaka University)

No-reply[at]iecc.jp (Replace [at]with@)

**Subject:** 【阪大ANPIC】安否状況をお知らせください (Please report your safety situation)

Emails requesting a safety report can also be received via the ANPIC app and LINE, and safety reports can be made once the setup is completed (2. above). If an earthquake with a seismic intensity of 5 upper or stronger occurs within Osaka Prefecture and you do not receive an email and/or message requesting a safety report, please report your safety from the “Report your safety” section on your ANPIC account (3. above).

What are the specific procedures for reporting my safety?

Please refer to the ANPIC Simple Operation Guides for the web, feature phones, and smartphones on the ANPIC page of the university's official website.

[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)



## 04 Report Your Safety (2 of 3)

I am not receiving emails from ANPIC requesting a safety report.

This may be due to your feature phone or smartphone settings, or the messages going to the spam folder.

Please refer to the web page below on the [official ANPIC website](#).

<https://www.anpic.jp/mailinfo/> (in Japanese only)

The [Q&A page on the official ANPIC website](#) also includes related information (section 4. Notifications from ANPIC).

[https://www.anpic.jp/faq\\_user\\_en/](https://www.anpic.jp/faq_user_en/)

If I receive several emails and messages requesting a safety report, do I need to report my situation for each of them?

No.

A message will be sent to each registered email address and the ANPIC app or LINE if you have set them up to receive messages. A report is needed only for one of the messages.

If I am affiliated with several departments, is one report sufficient?

Yes.

One report will be shared with all your affiliated departments.

I reported the wrong information. How can it be changed?

Reports will be overwritten with the newest report. Use one of the following methods to resubmit a report.

1. By clicking on the URL in an email requesting a safety report
2. Using the ANPIC app or LINE
3. From the “Report your safety” section on your ANPIC account



## 04 Report Your Safety (3 of 3)

Can I report my safety even if the initial setup is not complete?

Your safety can be reported through the email requesting a safety report sent to the email address issued by the university's Department of Information and Communications Technology Services (see page 2), even if the initial setup is not complete.

However, you cannot receive the message at another email address, the ANPIC app, or LINE. You also will not have access to an ANPIC account, which will largely limit functionality.

Please complete the initial setup so that you can report your safety smoothly and conveniently.

What are other precautions I should follow when using ANPIC?

Please refer to sections "2. Safety Reports" and "4. Notifications from ANPIC" of the [Q&A page on the official ANPIC website](https://www.anpic.jp/faq_user_en/).

[https://www.anpic.jp/faq\\_user\\_en/](https://www.anpic.jp/faq_user_en/)

## 05 Change Registered Information

How can I change my email address and password?

They can be changed from the Account Settings on your ANPIC account. For details, please refer to the [ANPIC Simple Operation Guides for the web and feature phones on the ANPIC page of the university's official website](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin). Please note that they cannot be changed from the ANPIC app and LINE.  
[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

How can I check if a message will be sent to the new email address?

A test message can be sent from the Account Settings section on your ANPIC account. For details, please refer to the [ANPIC Simple Operation Guides for the web and feature phones on the ANPIC page of the university's official website](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin).  
[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

What instructions should be followed if I want to receive safety confirmation messages on the ANPIC app or LINE?

Please refer to the [ANPIC Simple Operation Guide for smartphones on the ANPIC page of the university's official website](#).

[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

I am not receiving messages on the app and LINE.

Please refer to the page below on the [official ANPIC website or the ANPIC Simple Operation Guide for smartphones on the ANPIC page of the university's official website](#).

▶ Official ANPIC website:

<https://www.anpic.jp/mailinfo/> (in Japanese only)

▶ Official university website:

[https://www.osaka-u.ac.jp/en/schools/ed\\_support/anzen/anpikakunin](https://www.osaka-u.ac.jp/en/schools/ed_support/anzen/anpikakunin)

How can I learn more about the ANPIC app and LINE?

Please refer to sections “8. The App” and “9. LINE” of the [Q&A page on the official ANPIC website](#).

[https://www.anpic.jp/faq\\_user\\_en/](https://www.anpic.jp/faq_user_en/)