

# EMERGENCY CONTACT SYSTEM

“さくら連絡網 (SAKURA RENRAKUMOU REGISTRATION)”

## What is the Emergency Contact System?

The purpose of this system is to contact students, professors and university staff members by email in the following cases:

1. to inform them when classes are suddenly canceled due to a natural disaster (typhoon, earthquake), a flu epidemic or other reasons
2. to gather information about the safety and health of university members after a disaster
3. to disseminate urgent and important information displayed on the university's notice boards

## How to register

Please register multiple mail addresses (up to Four) or LINE or other apps from mobile terminals such as mobile phones, smart phones, and home PCs in order to confirm sure and prompt correspondence from the university in an emergency. Please be sure to register.

## Registration process

1. Access the QR code or URL for Sakura Renrakumou Registration.

QR code



URL

<http://390390.jp>

※If you enter the URL directory,  
“認証コード(authentication code)”  
will be required.  
authentication code: 204 441 4

2. Choose the method by which you would like to receive information from the university: “LINE,” “app” or “Email.”

\* You can also register all three.

3. **If you choose “LINE,”**

- ① register (add) from LINE's Add Friends button. (i.e., start from the “Talk” page).
- ② input Authentication code: 204 441 4.
- ③ input ID and Passcode.

**If you choose “app,”**

- ① Install the Sakura Renrakumou app.
- ② input Authentication code: 204 441 4.
- ③ input ID and Passcode.

**If you choose “Email,”**

- ① the page moves to the sending registration mail screen; please send an email.  
\*Please do not change the body of the mail.
- ② receive the registration email from Sakura Renrakumou.
- ③ access the URL and enter the ID and passcode on the registration screen.

4. Registration is completed when the menu screen is displayed.

## Notes

- The system is configured to detect whether recipients have accessed their messages. It is also used to gather information about the safety of the registered community through questionnaires. When you receive it, please ensure that you open the message and reply according to the instructions.
- If you fail to receive the registration form after sending the registration email, please check your mobile

phone's spam filter settings. Add the domain name school-i.net to your list of authorized contacts.

- Add the system login page (<https://390390.jp/parent/login>) to your bookmarks to easily access your email and passcode settings.
- Manage your ID and passcode carefully, and make sure that you change your passcode after logging in for the first time.(ID and passcode is distributed at the time of enrollment)
- To change your delivery settings, register a new email address.
- If you forget your passcode, contact the responsible section using the contact details below.
- The system is a send-only address. The university cannot receive emails sent to this address.

### **Privacy policy**

Email addresses and other personal information registered on the system are strictly protected according to the university's privacy policy. The system is used exclusively for the purposes stated above.

### **Contact**

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