# Guide for member registration application

- How to apply for member registration
- About research cloud use application

Various information on the research cloud can only be displayed by members of this space. Please apply for member registration of this space referring to the following procedure. Members will only be those who have NII ZENSYO-account.

#### How to apply for member registration

1. Please send e-mail to the following e-mail address with the following subject and contents.

## research-cloud@nii.ac.jp

- subject : NII Research Cloud General Information member registration
- contents : E-mail address of NII that wishes to register
- 2. Since you will receive an invitation email, please click the link in the email and accept the invitation.

## About research cloud use application

If you are applying for members of this space on the premise of using research cloud, you can also apply for cloud use at the same time.

Please send the following contents by e-mail. \*If anything is unknown, please fill in as unknown.

#### Application mail template

subject : research cloud use application

contents : Please fill in the following items

<User information>

(Please fill in the representatives of the information of the person who is actually using the machine)

- Research group name : (Please enter your research laboratory name or research group name, etc., for the purpose of identifying this account.)
- · Applicant's name (full name) : (Please enter the name of the person who will act as the point of contact with Cloud Operation Team.)
- · Applicant's e-mail address :
- · Applicant's affiliation (research laboratory) :
- Applicant's room number :
- · Applicant's telephone extension number :

<Person responsible information>

(Please tell us the following basic information regarding the person responsible for use)

• Name of person responsible for use : (Please fill in the name of the NII faculty member or NII staff member who will be response for the payment of fee contributions.)

· E-mail address of person responsible for use :

<Account registration information>

- · Preferred account name of your research group on the cloud system :
- Please tell us the outline of your purpose for using the cloud : (There is no problem with simple content)
- $\cdot$  Please tell us the period of use and number of machines/servers you plan to apply to use :
- Your project segment VLAN ID:
- \*A project segment is required to use the research cloud.

\*If you do not have a project segment, please apply to NII LAN admin. URL : https://wiki.nii.ac.jp/wiki/x/QoJ5

<Research environment builder information>

Please designate the users that you wish to register as Research Environment Builders

(users who can perform operations such as renting out and returning physical machines on research cloud UI).

Please designate one or more users per account, and you can designate multiple users. It is also possible to register additional users later.

· Last name / First name / E-mail addresses(Only NII internal e-mail addresses may be used)

If you have any other requests or preferences, etc., please write freely in the space below.

Thank you for your cooperation.

After applying, we will create space dedicated to each research group on meatwiki and invite people responsible for the use and research environment builder to the space.