
«KEK Computing Research Center» FY2020 Renewal of Computer Account and Device Registrations

[Japanese](#)

November 24, 2020
Computing Research Center

IMPORTANT: ACTION REQUIRED no later than 17:00 on Friday, December 25th, 2020 (JST)

Each year, as a general rule, KEK Computing Research Center (CRC) requires that each user take the necessary action to renew his/her computer account and network device registrations.

If the necessary action is not taken by the deadline, those accounts or devices will be blocked.

The systems for which accounts/devices need to be renewed this fiscal year

System	Site/information of renewal procedure	Who needs to take action (*1)
E-mail System (PostKEK/MailKEK)	E-mail Information Server (*2)	Some of the users
PostKEK Mailing-list (ml.post.kek.jp)	E-mail Information Server (*2)	All of the users
Central Computing System KEKCC (Work Server, CIFS, Access Server)	Renewal Server (*2) or KEKCC Work Server (*3)	Most of the users
VPN	Renewal Server (*2)	Most of the users
Wiki System	Wiki System	Some of the users
Web systems (research web, conference web, conference-indico)	Web System Portal (*2)	Most of the users
eduroam	Renewal Server (*2)	Most of the users
GRID CA	GRID CA Server	Most of the users
Wireless LAN (tsubaki-III / MA Cluster)	MA Cluster Application Form	Some of the users

- For systems not listed above, computer accounts and devices will be renewed automatically and no action needs to be taken.
- Renew your registered accounts/devices by following the instruction for each system.

- **(*1) Details of "Who needs to take action"**

If you do not have an account/device on the relevant system, nothing needs to be done for the system.

All of the users:

- Mailing lists registered on or after November 25th, 2020, are not subject to renewal.

Most of the users:

- Accounts registered on or after November 16th, 2020, are not subject to renewal. They will be renewed automatically.

Some of the users:

- **E-mail System** (PostKEK/MailKEK)
 - KEK staff members and those who are qualified for the automatic renewal by each department are exempted from manual renewal. Your accounts will be renewed automatically.
 - The accounts/devices registered on or after September 11st, 2020, are not subject to renewal. They will be renewed automatically.
- **Wiki System**
 - Wiki accounts created in the last 3 years are not subject to renewal.
 - if you have an account for more than 3 years and have never logged in the system in the last 3 years, you have to log in to renew your account.
- **Wireless LAN** (tsubaki-III / MA Cluster)
 - Devices applied for by KEK staff members or through the Users Office are exempted from manual renewal and will be renewed automatically.
- **(*2) E-mail Information Server, Renewal Server and Web System Portal**
Not accessible from outside of KEK.
- **(*3) How to renew your KEKCC account(s) on KEKCC Work Server**
Login to a Work Server using ssh and execute the following command from a command prompt:
\$ kekcc-renew -r
- If you have changed your (home) institute or position, or e-mail address, then you will need to fill out [System Application Form](#) and submit it to the CRC Administration Office.
- You need your password for each system for renewal. If you forgot your password, please fill out Password Initialization Application Form and submit it to the CRC Administration Office.
 - For KEKCC and GRID CA: [User Password Initialization Application Form](#)
 - For PostKEK/MailKEK and Web Systems: [User Password Initialization Application Form](#)
 - For VPN: [VPN Application Form](#)
 - CRC Administration Office: Room 109 of the Computer North Building, e-mail: crc-jimu@kek.jp, Fax: 029-864-4402

Q&A

- See next pages.

Others

- If you have any questions, please contact the Help Desk at consult@kek.jp.
- The URL of this document is "https://renewal.kek.jp/index-e.html" (Only accessible from KEK)

Renewal procedure in general

1. I don't remember on which systems I have accounts.

- An e-mail was sent on November 24th, in which systems for which you need to take action were listed.

2. I cannot access the server(s).

- Wiki System and GRID CA Server are accessible from the Internet (as well as the Intranet).
- Other servers are only accessible from the Intranet. Please use VPN from outside of KEK.

3. Can I confirm if my account renewals have been accepted?

- You can check renewal status of your accounts after logging into the same server again.

4. Why do I receive reminder notifications even though I have completed the renewal procedure?

- The reminder notification e-mails will be sent to you a few times. Around mid-December, renewal status of your accounts or devices will be reported (except for Wiki System).
- Please check if all of your accounts and devices have been renewed (if still needed).

If you are not sure, please contact the Help Desk at consult@kek.jp with the following information: system names that you renewed, date when you renewed, and renewal methods that you used.

5. Can I renew my accounts with an application form?

- **PostKEK Mailing-list** : Account can be renewed only from its renewal server.
- **GRID CA** : Account can be renewed only from GRID CA server.
- **Wireless LAN** (tsubaki-III / MA Cluster) : Please fill out [MA Cluster Application Form](#) and submit it to the CRC Administration Office.
- **Other systems** : Please fill out the Renewal Application Form([word](#), [pdf](#)) and submit it to the CRC Administration Office.
 - E-mail: crc-jimu@kek.jp
 - Fax: 029-864-4402
 - Internal mail delivery (To: Computing Research Center Administration Office)
 - Bring the filled-out form to the CRC Administration Office (Room 109 of the Computer North Building)

6. What can I do if the renewal procedure cannot be completed by the deadline?

- **GRID CA** : Please fill out the [User Account Application Form](#) and submit it to the CRC Administration Office.
- **Wireless LAN** (tsubaki-III / MA Cluster) : Please fill out [MA Cluster Application Form](#) and submit it to the CRC Administration Office.
- **Other systems** : Please contact the Help Desk at consult@kek.jp and give us the reason why you cannot.

Renewal procedure on the Renewal Server

7. I do not know my password to login to the Renewal Server.

- You can login by entering your password for the system for which you are trying to renew.
If you forgot it, please submit the password initialization form to the CRC Administration Office.
 - For KEKCC and GRID CA: [Password Initialization Application Form](#)
 - For PostKEK/MailKEK and Web Systems: [User Password Initialization Application Form](#)
 - For VPN: [VPN Application Form](#)

8. On the Renewal Server, I do not see systems for which I have accounts.

- If your accounts were registered on or after November 16th, 2020, they are not subject to renewal.

9. I have renewed my accounts/devices, but the renewal status of the accounts is not "renewed" on the Renewal Server.

- If you have renewed your accounts on KEKCC Work Server, the status on the Renewal Server is not updated.
- If you have renewed your accounts by using an application form, the status on the Renewal Server is not updated.

10. I want to correct my e-mail address or affiliation displayed on the Renewal Server.

- Please fill out [KEK Computing Research Center System Application Form](#) and submit it to the CRC administration office.
 - E-mail: crc-jimu@kek.jp
 - Fax: 029-864-4402
 - Internal mail delivery (To: Computing Research Center Administration Office)
 - Bring the filled-out form to the CRC Administration Office (Room 109 of the Computer North Building)

Renewal of KEKCC account(s)

11. How do I renew my KEKCC account(s) on KEKCC Work Server?

- Login to a Work Server using ssh and execute the following command from a command prompt:
\$ kekcc-renew -r

Renewal of Wiki account

12. **How do I renew my Wiki account?**

- Login to the Wiki System.

Renewal of Wireless LAN (tsubaki-III / MA Cluster)

13. **I want to know a list of my registered devices.**

- You can see your registered devices by clicking "MAwho" link from [this page](#) (accessible only from Intranet).

If you have any questions, please contact the Help Desk at consult@kek.jp.