

# **TSUBAME Portal User's Guide**

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# 1. Introduction

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This document describes how to operate the portal site, which is the first thing you need to know when using TSUBAME 4.0.

The TSUBAME Portal allows you to manage user authentication, user groups and TSUBAME points for the use of various computing resources.



In this manual, portal refers to the TSUBAME Portal, except where it is explicitly indicated as the Portal for Science & Engineering Field below.

## 1.1. How to access

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The portal can be connected at the following URL

<https://portal.t4.gsic.titech.ac.jp>

Make sure it is protected by SSL.

Access to the portal requires a TSUBAME account in advance. To create an account, please click [here](#).

## 1.2. E-mail

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The portal uses e-mail to authenticate and authorise users and for various notifications. All e-mails are digitally signed with S/MIME from [portal@t4.gsic.titech.ac.jp](mailto:portal@t4.gsic.titech.ac.jp). Please do not open emails that are not digitally signed or that have been improperly digitally signed, as they are dangerous.

## 1.3. Screen layout

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The portal's screens consist of a header, a menu and an operation screen.

The screenshot shows the TSUBAME Portal interface. At the top, the header includes the TSUBAME logo, the title 'TSUBAMEポータルページ', a 'Logout' button, and a 'Language' dropdown menu. On the left, a side menu lists various functions such as 'Job list', 'Reserved node list', and 'User Information'. The main content area displays an announcement titled 'お知らせ' (Notice) with the text '不具合報告・改修予定・Q&Aなど' (Reports of issues, planned maintenance, Q&A, etc.).

No.	Name	Description
(1)	Header	A logout button and a language switch button are located. The language can be selected between Japanese and English.
(2)	Side Menu	A list of functions is displayed. Select the menu for the function you want to use and the operating screen will move to the screen for that function.
(3)	Operation screen	This is the area where operations are performed for the functions selected in the side menu. The top page displays announcements from the Center for Information Infrastructure(CII).

## 2. User registration

In order to use TSUBAME, you need to obtain an account. Students, faculty, and staff enrolled at Science Tokyo can automatically obtain an account through [Portal for Science & Engineering Field](#). Other off-campus users and those with special status at Science Tokyo will have their accounts created and notified by the person in charge at the Center for Information Infrastructure(CII). For more information, please see [How to apply for a TSUBAME account](#) in TSUBAME Computation Service.

### 2.1. Register a user in the university

After login to [Portal for Science & Engineering Field](#), access to the portal using menu.

If an account has not been obtained in the past, you will automatically be redirected to the Create Account screen. If you have already registered for use, the top screen of the portal will be displayed.

The screenshot shows the 'New use request' form on the TSUBAME Portal. The form is titled 'New use request' and contains the following fields:

- User classification: Intramural users
- HPCI-ID: (If you already have an ID, enter the ID)
- \*Name (Romaji): Last name: TOUKOU, First name: DAI
- Name (Kanji): Last name: 東工, First name: 大
- Name (Kana): Last name: トウコウ, First name: タイ
- Address: Japan(JPN)
- Nationality: Japan(JPN)
- Applicability of specific types: Applicable
- Access source: Japan only
- Card type: アクセスカード (客員研究員)
- Standing: Visiting researcher/Associate visiting researcher/Associate visiting young researcher
- \*Occupation: (Dropdown menu)
- \*Department: (Dropdown menu)
- Department details: (Text input)
- Extension: 001
- Extension (Other): (Text input)
- \*Contact email address 1: goto.koji@ark-info-sys.co.jp
- Contact email address 2: (Text input)
- Contact email address 3: (Text input)
- Mail box number: 1
- Mail box number (Other): (Text input)
- Main purpose for use: Reserch
- Research theme: (Text input)

A 'Confirmation' button is located at the bottom right of the form area.

The information already registered on [Portal for Science & Engineering Field](#) will be automatically entered in your account registration details. Fill in the blanks and click the "Confirm Application Details" button. Fields marked with \* are required fields.

Click the "Confirm Registration" button to display the "Confirm New Application" page.

After confirming the contents, please press the "Apply" button. Your application will be reviewed and if it passes the review, your account will be registered.

If the CII staff determines that approval is required, the CII staff will decide whether or not to approve the application, and if approved, the application will be registered.

 **Note**

As described in [Getting Accounts](#) page, holders of an access card have to submit certificates to CII to make your account approved.

When an account is registered on the portal, an email notification is sent to the user informing them that their registration is complete and providing a login name. After receiving the email notification, the user can access the login screen of the portal and enter the account name to log in.

## 3. Login to the TSUBAME portal

---

There are two ways to login to the portal: via the Portal for Science & Engineering Field (Science Tokyo users only) or using a one-time URL.

### 3.1. Login via the Portal for Science & Engineering Field (Science Tokyo users only)

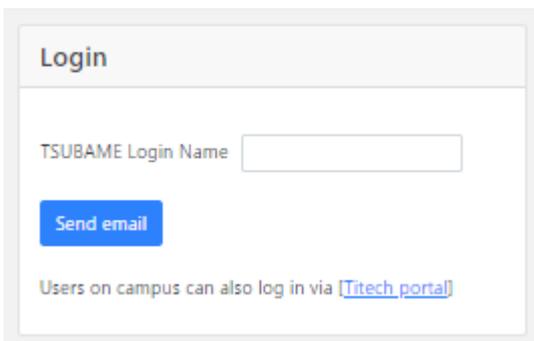
---

You can log in to the TSUBAME portal via the TSUBAME portal link on [Portal for Science & Engineering Field](#).

### 3.2. Login using one-time URL

---

When you access the [portal](#), the "Login" page is displayed.



The screenshot shows a web form titled "Login". It contains a text input field labeled "TSUBAME Login Name". Below the input field is a blue button labeled "Send email". At the bottom of the form, there is a line of text: "Users on campus can also log in via [\[Titech portal\]](#)".

Enter your login name in "TSUBAME Login Name" and click the "Send Mail" button. An email with a one-time login URL will be delivered to the email address registered in the TSUBAME portal.

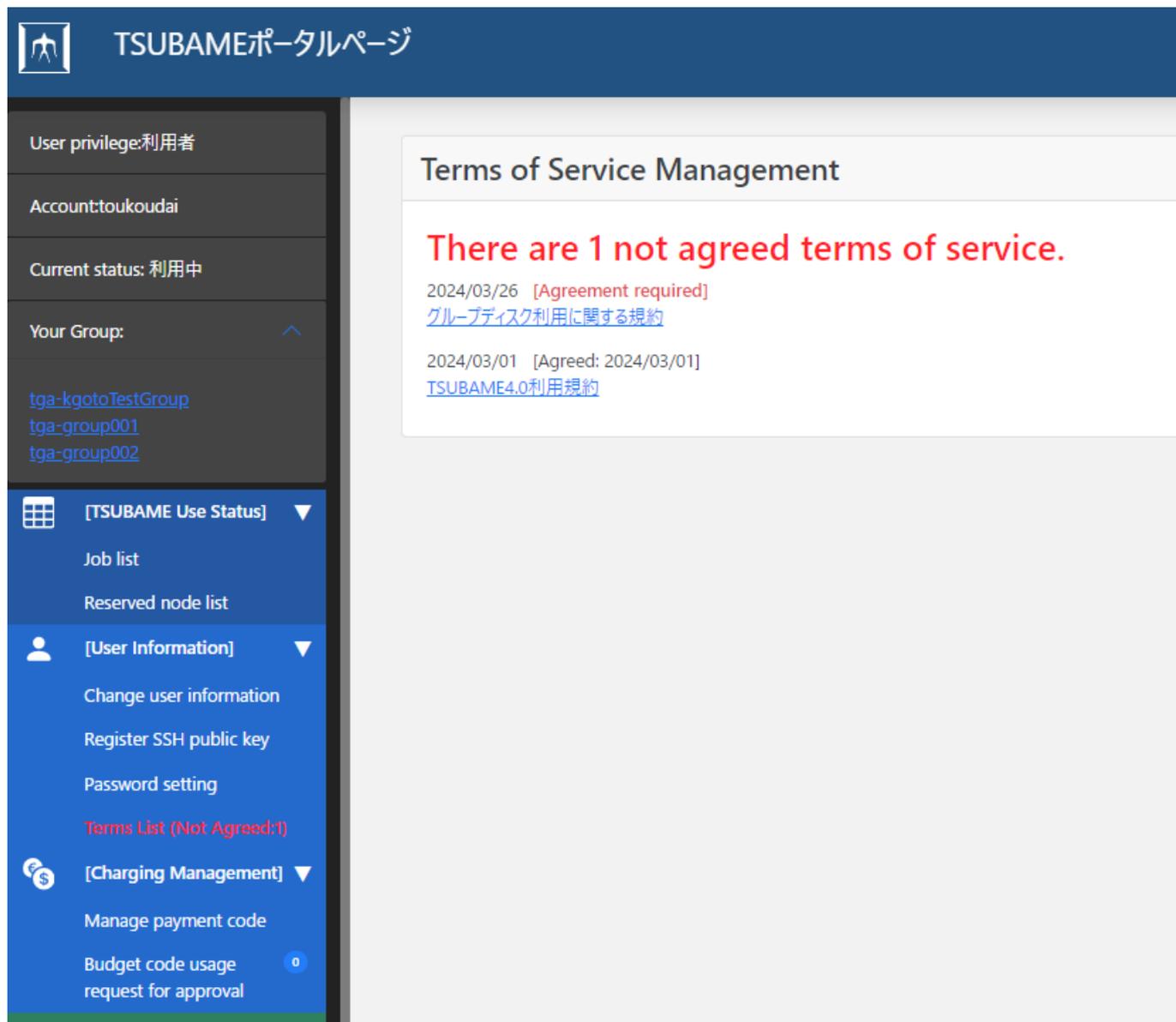
The emails are from [portal@t4.gsic.titech.ac.jp](mailto:portal@t4.gsic.titech.ac.jp) and have a digital signature. Please check that the sender is correct before using the URL in the email.

## 4. Agreement to the Terms of Use

To use TSUBAME 4.0, you may need to agree to the terms. The terms of use have an application start date, and if you do not agree with the terms even after the application start date, some of the portal functions related to paid services will be deactivated.

### 4.1. List of Terms of Use

If you have unsolicited terms and conditions, a list of terms and conditions will be displayed immediately after logging into the system. You can check the contents of the terms of use by selecting the link for the terms of use.



The screenshot shows the TSUBAME Portal interface. On the left is a navigation menu with the following items:

- User privilege:利用者
- Account:toukoudai
- Current status: 利用中
- Your Group:
  - tga-kgotoTestGroup
  - tga-group001
  - tga-group002
- [TSUBAME Use Status]
  - Job list
  - Reserved node list
- [User Information]
  - Change user information
  - Register SSH public key
  - Password setting
  - Terms List (Not Agreed:1)
- [Charging Management]
  - Manage payment code
  - Budget code usage request for approval

The main content area is titled "Terms of Service Management" and displays the following information:

**There are 1 not agreed terms of service.**

- 2024/03/26 [Agreement required]
  - [グループディスク利用に関する規約](#)
- 2024/03/01 [Agreed: 2024/03/01]
  - [TSUBAME4.0利用規約](#)

By selecting each term from the list, you can see the details.

## 4.2. Agreement to the Terms of Use



After confirming the terms and conditions, select the "Agree" button or the "Ignore" button.

### Warning

If the contract application start date is reached without consenting to the terms of service, TSUBAME group points cannot be purchased, group disk capacity can be changed, and node reservation operations will be disabled. If you log in to the TSUBAME portal and agree to the terms and conditions that you have not agreed to, the restriction will be eliminated.

## 5. Management of user information

In this part, you can manage user information registered to TSUBAME. You need to prepare before using TSUBAME for the first time.

### 5.1. User information

Log in to the system and select "Change user information" link from the side menu, the "User information change" page will be displayed.

### User information change

<b>User status</b>	In use <span style="float: right;">▼</span>	
<b>User classification</b>	<input checked="" type="checkbox"/> 学内利用者 <input type="checkbox"/> TSUBAME共同利用(学術利用) <input type="checkbox"/> TSUBAME共同利用(産業利用) <input type="checkbox"/> 国際共同研究 <input type="checkbox"/> 競争的資金や共同研究契約に基づいた研究 <input type="checkbox"/> その他共同研究 <input type="checkbox"/> Innovative High Performance Computing Infrastructure (HPCI) <input type="checkbox"/> 学際大規模情報基盤挙動利用・共同研究拠点事業(JHPCN) <input type="checkbox"/> 若手・女性利用者支援、より若い世代の利用者支援、グランドチャレンジ <input type="checkbox"/> その他センター長が認めた者	
<b>Account</b>	ub [REDACTED]	
<b>UID</b>	20 [REDACTED]	
<b>Expired date</b>		
<b>Name (Romaji)</b>	<b>Last name</b>	[REDACTED]
	<b>First name</b>	[REDACTED]
<b>Name (Kanji)</b>	<b>Last name</b>	[REDACTED]
	<b>First name</b>	[REDACTED]
<b>Name (Kana)</b>	<b>Last name</b>	[REDACTED]
	<b>First name</b>	[REDACTED]
<b>Card type</b>	アクセスカード <span style="float: right;">▼</span>	
<b>Occupation</b>	Other <span style="float: right;">▼</span>	
<b>Department</b>	Not in Tokyo Tech <span style="float: right;">▼</span>	
<b>Division details</b>		
<b>Extension 1</b>		
<b>Extension 2</b>		
<b>Email address 1</b>	[REDACTED]@m.titech.ac.jp	
<b>Email address 2</b>		
<b>Email address 3</b>		

In this screen, you can refer / edit information on "user."

## 5.2. SSH public key registration

**Warning**

- Please secure your SSH private key, with setting the passphrase to lock them.
- Do not register SSH public key corresponding to the private key which is not made by you, or is not managed correctly, such as the public key of other people.

**Info**

TSUBAME4.0 login node cannot connect with RSA key (SHA-1) which has short key length. ecdsa key or ed25519 key is recommended for SSH key pair.

To access the login node, you need to upload the SSH public key used for login. Please prepare an SSH public key in advance. See the FAQ below for how to create an SSH public key.

- How to create an SSH key pair in Linux/Mac/Windows(Cygwin/OpenSSH)
- I'm using PuTTY(MobaXterm), What do we need to register at SSH public key in TSUBAME portal?

From the side menu, choose "Manage SSH public key."

### Manage SSH public key

An SSH public key can be added by entering its code or uploading a file.

Enter an SSH public key code and click the Add button.

If you are using PuTTY or MobaXterm as your SSH client software, please read the instructions at the link carefully. (?)

#### List of registered SSH public keys

Select	Public Key
<input type="checkbox"/>	[Redacted]
<input type="checkbox"/>	[Redacted]
<input type="checkbox"/>	ecdsa-sha2-nistp256 [Redacted]

#### Add SSH public key

Enter SSH public key code

Upload an SSH public key to register.

選択されていません

Copy and paste the contents of the public key with text and click "Add" button, or upload the file from "SSH public key file" and click "Upload".

 **Warning**

- The file you need to paste or upload is an SSH **public** key. Never specify an SSH **private** key.
- The SSH public key registered by this function is additionally registered in the TSUBAME public key list. Already registered public key is not invalidated.
- In order to delete a registered public key, please login to TSUBAME, then edit .ssh/authorized\_keys under the home directory, and delete it.

When the "Upload" button is clicked, the SSH public key is set and SSH login to TSUBAME is enabled.

### 5.3. How to set TSUBAME password

---

Set passwords here for TSUBAME storage (Fast Storage Area, Big Storage Area, and Home Directory) to be used for CIFS access from terminals within the university.

 **Info**

The TSUBAME password is used for the following purposes. If you do not use it for these purposes, you do not need to set a password.

- Use of Open OnDemand
- CIFS access from on-campus terminals
- ssh access from On-campus exercise room terminals

Login to the TSUBAME portal and choose "Password setting" from the side menu, the "Password setting" page will be displayed.

### Setting of TSUBAME Password

New password	<input type="password"/>
Enter again the new password	<input type="password"/>

[Register](#)

Character string length 8 to 63 characters

---

It must contain at least three types of alphabet capital letters, alphabet lowercase letters, numbers and symbols

---

The following character types can be used for the password.

---

Alphabetic capital letters: A to Z  
 Lowercase alphabet: a to z  
 Numbers: 0 to 9  
 Symbolic letters: #.\$\*\_-=

---

Do not include any consecutive three letters included in the numeric part of login name, surname, name, HPCI account name, HPCI-ID

---

It is not a character string that can easily be speculated such as English words

---

Do not use the same letters consecutively three times or more

---

Do not use the same character more than half the password length

If you enter a new password here and click "Register", the password will be set.

The password conditions are as follows.

- String length : 8 to 63 letters
- It must contain at least 3 types of alphabet capital letters, alphabet lowercase letters, numbers and symbols.
- The following character strings can be used for the password.
- Uppercase Latin alphabet: A to Z
- Lowercase Latin alphabet: a to z
- Numbers: 0 to 9
- Symbolic letters: # . \$ \* \_ =
- Do not include any three consecutive letters included in the numeric part of login name, surname, name, HPCI account name, HPCI-ID.
- It should not be an easy-to-guess character string such as English words.
- Do not use the same letters consecutively three times or more.
- Do not use the same character more than half the password length.

You can also change the password in the same way.

## 6. Management of TSUBAME group

You can create a group in TSUBAME and manage members and resources. Users must be associated with a group to use paid services.

To perform basic operations, choose "Manage your group" from the side menu to show the "Groups list" page.

### Groups list

Group creation year: FY 2023 ~ FY 2024

Group name:

Group status:  In use  Suspend the use  Stop the use

Privilege:  General user  Group manager

ソート順:  表示順:  昇順:

[Search](#)

[Group creation](#)

20 [表示件数の変更](#)

Group name	Comment	Privilege	Use status
tgz-jochu		General user	<a href="#">Details display</a>

|<< < 1 > >>|
1 [移動](#)

### 6.1. Create a group



TSUBAME group can be created only by Science Tokyo users.

Click "Group creation" to show the "New TSUBAME group addition" page.

### New TSUBAME group addition

Group manager	ub02015
Group classification	東工大に在籍する教職員、学生等のみのグループ <span style="float: right;">▼</span>
Group name	tga- <input style="width: 100px;" type="text"/>
Comment	<div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>

---

#### About group name rule

Group name must be at least 1 character long, including prefix of the first group division and 32 characters or less.

---

An alphabet indicating the group division is automatically added to the beginning of the group.

---

The following character types can be used for the group name.

---

Uppercase alphabet: a to z  
 Lowercase alphabet: a to z  
 Numbers: 0 to 9  
 Symbolic character: \_ -

Double-byte characters, blanks can not be used.

Enter the necessary information and click the "Add" to create the group.

Items to enter when creating a group are as follows.

Item	Description
Group manager	The account name of the administrator when creating the group is displayed. When creating a group, the creator is set as the group administrator.
Group division	Select the classification of the group to be created from the pull-down.
Group name	Enter the group name. The group name prefix is set automatically by the selected group classification.
Comment	Optionally provide comments about the group to be created.

The group name length is limited to 32 characters, including the prefix depending on the selected group division. The following character types are allowed for the group name. (Multi-byte characters and blanks can not be used.)

- Uppercase alphabet: A ~ Z
- Lowercase alphabet: a ~ z
- Numbers: 0 ~ 9
- Symbolic character: \_ -

## 6.2. TSUBAME main use field setting



Warning

You cannot use the "Point purchase" feature without setting the main use field.

The main use field can be selected on the "TSUBAME group details" page.

### TSUBAME group (tgz-jochu) details

[Currently selected group: tgz-jochu](#)     
 Privilege: 一般利用者     
 Group selection: tgz-jochu ▼

---

#### Group basic information

<b>Group name</b>	tgz-jochu	
<b>Comment</b>		<a href="#">Edit</a>
<b>Group manager</b>	adm-hpe-kusama	<a href="#">Manager change</a>
<b>Group contact</b>		<a href="#">Change</a>
<b>Group classification</b>	その他のグループ	
<b>Group status</b>	In use	<a href="#">Suspend the use</a> <a href="#">Stop the use</a>
<b>Main use field</b>	Current setting : Other <span style="border: 1px solid #ccc; padding: 2px;">Other ▼</span>	<a href="#">Setting</a>

---

**TSUBAME point**   
 Utilization status confirmation   
 If the "purchase point" button is inactive, please set the above "Use field".

<b>Holding points</b>	397.32	<a href="#">Point purchase</a>
<b>Payment code</b>		<a href="#">Payment code setting</a>

After selecting the appropriate field from the combo box displayed as "Please set the field of use" in the "Main use field" item on the "TSUBAME group details", and click "Setting" to set the Main use field.

## 6.3. Managing group members

グループ構成者の管理は、「TSUBAMEグループ詳細」画面にて行います。この画面は、左のメニューバーの「所属グループ管理」を選択、所属グループ一覧画面の対象グループ「詳細表示」リンクを選択することで表示されます。



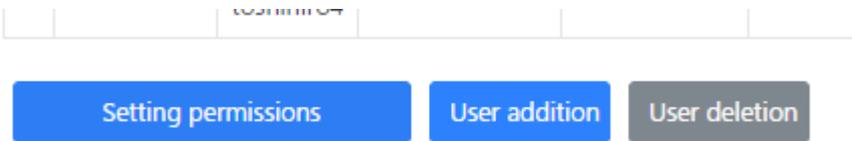
Only group managers can manage group members.

Members information

	Login name	Name	Class for use	Reserve Node	Group disk	User inviteGroup/EleaveGroup	Point purchase	User Rights Application
<input type="checkbox"/>	hpe-kusama	[Redacted]	Group manager	<input checked="" type="checkbox"/>				
<input checked="" type="checkbox"/>	un02 [Redacted]	[Redacted]	General user	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 6.3.1. Invite group members

Group members can be invited from the "Members information" menu on the "TSUBAME group details" page.



When you click "User addition" at the bottom of the "TSUBAME group detailed" page, the "TSUBAME group invitation of users" page will be displayed.

### TSUBAME group Invitation of users

[Currently selected group:tgz-jochu](#)     
 Privilege:一般利用者     
 Group selection tgz-jochu ▼

Display group invitation status

---

#### Register a user

Login name

Exact match search  
Search

---

ファイルを選択
選択されていません

Search

---

#### Search result

	Login name	Group status
<input type="checkbox"/>		

Invite the selected user

Back

Add the account of the member you want to add to the group and click "Search".

The items listed in "TSUBAME group invitation of users" are as follows.

Item	Description
Login name	Enter the login name of the user you want to invite and search for by exact match.
Browse	Specify a file in which account names are separated by line feeds then click "Search".
Search	Search for the user corresponding to the specified login name and display the results in the search result column.
Search result	Display a list of users found by the search. A checkbox will appear in the leftmost column, so check the boxes for the users you wish to invite.
Invite checked users	Invite users who have the checkbox ON in the search result to the group.

Click the checkboxes of users you want to invite from the search results at the bottom of the page. By clicking "Invite the selected user", an invitation email will be sent to the selected user. When users accept the invitation, they are added to the list of group members.

## 6.3.2. Join the group

Users who are invited to join the group will receive an invitation email, as shown below.

このメールは送信専用メールアドレスから配信されています。  
 問い合わせは <https://www.t4.cii.isct.ac.jp/contact-t4> にお送りください。

山田太郎 様

東工大 様より、TSUBAMEグループ tga-group001 への参加を招待されております。  
 次のステップに従って、グループに参加するかどうかをお選びください。

1. TSUBAMEポータルにログインする
2. 下記のURLをクリックして、表示される画面に従って設定する  
<https://portal.t4.gsic.titech.ac.jp/t4po/invitegroup/RexUtqeiYlDhVCoTnSK2GSvTw921biJo8-n5sJQ3cAm2>

上記URLの有効期限は1週間です。  
 有効期限が切れた場合や、誤って不参加を選択した場合には、グループの管理者に連絡して再招待を依頼してください。

-----  
 This mail is sent from send-only address.  
 For inquiry, please visit <https://www.t4.cii.isct.ac.jp/en/contact-t4> .

To 山田太郎

You have been invited to join the TSUBAME group tga-group001 from 東工大 .  
 Please follow the steps to choose whether or not to join the group.

1. Log in to the TSUBAME portal
2. Click the following link and follow the instruction  
<https://portal.t4.gsic.titech.ac.jp/t4po/invitegroup/RexUtqeiYlDhVCoTnSK2GSvTw921biJo8-n5sJQ3cAm2>

This URL is valid for one week.  
 If the link is expired, or you declined by mistake, ask the group manager to resend the invitation.

--  
 TSUBAME計算サービス / TSUBAME Computing Services  
<https://www.t4.cii.isct.ac.jp/>  
<https://portal.t4.gsic.titech.ac.jp>

When you click on the URL in the invitation email, the "Grup invitation approval page" will be displayed. Agree to the contents of the two checkboxes on the approval page, check the boxes and click the "Participate".

**グループ招待承認ページ**

グループ「tga-group001」より、ログイン名「後藤宏二」さんへグループへの招待通知がきております。  
 グループに参加する場合は、以下の参加ボタンをクリックしてグループに参加してください。  
 参加しない場合は、もしくは身に覚えがない場合は、不参加のボタンをクリックしてください。

不明な点につきましてはGSICご担当者までご連絡ください。

国籍等ユーザ情報に変更はありません。  
 以下の管理者に国籍情報等の個人情報の開示を許可します。・参加するグループの管理者（サブ、メインともに）

Join
Leave

参加

不参加

## 6.3.3. Remove a member from a group

Log in to the TSUBAME portal and select "Manage your group" from the side menu to show the "Groups list" page. Click on the "Detailed display" link of the group whose group members you want to delete, and go to the "TSUBAME group details" page. The current group members are displayed in a list at the bottom of the page. Click the checkboxes of the users you want to delete and click "User deletion".

Members information

	Login name	Name	Class for use	Reserve Node	Group disk	User inviteGroup	EleaveGroup	Point purchase	User Rights Application
<input type="checkbox"/>	hpe-		Group manager	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	un02		General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	uq02		General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	us02		General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	ua02		General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

A confirmation dialog box will be displayed. Click "OK" to delete the user from the group.

Do you want to delete the user?

An email will be sent to the deleted user.

### 6.3.4. Appointment of Group manager

A Group manager can be appointed from the Members information menu on the "TSUBAME group details" page to delegate part of authority and responsibility for the group.

 **Tips**

The contents that the Group manager can manage are as follows

- Compute node reservation
- Manage group disks
- Manage group members
- Purchase points
- Purchase applications

After selecting the group member you want to promote to the Group manager, click the "Group Manager appointment". The specified group member will be promoted to the Group manager.

Members information

	Login name	Name	Class for use	Reserve Node	Group disk	User inviteGroup	◆EleaveGroup	Point purchase	User Rights Application
<input type="checkbox"/>	hpe- [redacted]	[redacted]	Group manager	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	un02 [redacted]	[redacted]	General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	uq02 [redacted]	[redacted]	General user	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	us02 [redacted]	[redacted]	General user	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	ua02 [redacted]	[redacted]	General user	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

### 6.3.5. Application for change of Group manager

When changing the Group manager to another user, the new Group manager must agree to the transfer. Approval by CII is also required.

On the "TSUBAME roup Details" page, check that the current Group manager is yourself.

#### TSUBAME group (tgz-hpe-users) details

[Currently selected group: tgz-hpe-users](#)
Privilege: グループ管理者
Group selection tgz-hpe-users ▼

---

##### Group basic information

<b>Group name</b>	tgz-hpe-users	
<b>Comment</b>	テスト中	<input type="button" value="Edit"/>
<b>Group manager</b>	hpe-kusama	<input type="button" value="Manager change"/>
<b>Group contact</b>		<input type="button" value="Change"/>
<b>Group classification</b>	その他のグループ	
<b>Group status</b>	In use	<input type="button" value="Suspend the use"/> <input type="button" value="Stop the use"/>
<b>Main use field</b>	Current setting : Other <input type="text" value="Other"/>	<input type="button" value="Setting"/>

Click the "Manager change" on the right-hand side, and you will be taken to the "TSUBAME group manager change" page.

**[tgz-hpe-users] TSUBAME group manager change**

The group manager of the TSUBAME group tgz-hpe-users will be changed.

To change the group manager, approval is required from the user who is asked to be the new group manager and the Global Scientific Information and Computing Center.

For details, see the "User Guide".

Specify the login name of the new group manager using the following form.

Login name

Select the login name of the new Group manager and click the "Change" to proceed to the confirmation page.

## [tgz-hpe-users] TSUBAME group manager change

The group manager hpe-kusama set for the TSUBAME group will be changed.

Check the TSUBAME4 Users Portal, the notes on the Users Guide, and the following notes before clicking the Change group manager button. An email will be sent to the new group manager .

- You will not be able to purchase the new payment resource to the group from the payment code whose current group is TSUBAME group. You cannot perform operations that require new charges until you set the payment code.
- Computational resources such as TSUBAME points that are associated with the TSUBAME group will remain after changing the group manager (main). Please check this takeover will not cause any problem from the budget management point of view.
- Even after changing the group manager (main), the purchases of computing resources before this change will still be billed to the payment code that is set by the previous group manager (main). The purchases after this change will be charged to new payment code associated by the new group manager (main).
- Even after changing of the group manager (main), the previous group manager (main) can display the details of budget consumption performed before this change. New group manager (main) can view the details of budget consumption for all terms including the ones that are completed before this change.
- Submitted jobs, purchase volume of the group disks, and the reservation of the nodes will remain even after the change of the group manager (main).
- Any purchases of computing resources that happened before this change cannot be reverted.

have confirmed and agreed to the details above.

Please provide requests, if any, to the scientific information center, such as specifying of when to change the group manager .

Please indicate notes, if any, to be informed to a new manager.

Group manager change

After reading the cautionary notes, click the checkbox that confirms your agreement, followed by "Group manager change." If there is something you need to tell CII or the new Group manager, do so in the relevant text box. Click "Group manager change" and the following approval request email will be sent to the new Group manager candidate.

このメールは送信専用メールアドレスから配信されています。  
問い合わせは <https://www.t4.cii.isct.ac.jp/contact-t4> にお送りください。

東工大太郎 様

グループtgz-group001 のグループ管理者変更の承認を下記のURLより行ってください。

```
https://portal.t4.gsic.titech.ac.jp/ptl/changemanager/gyNAjoAp9F0tKjWm9ke-IQomtOFhuhXv-b9q22ypnzBy
```

-----

This mail is sent from send-only address.  
For inquiry, please visit <https://www.t4.cii.isct.ac.jp/en/contact-t4> .

To 東工大太郎

Please approve the change of the group manager of the group tga-group001 from the URL below.

```
https://portal.t4.gsic.titech.ac.jp/ptl/changemanager/gyNAjoAp9F0tKjWm9ke-IQomtOFhuhXv-b9q22ypnzBy
```

--

TSUBAME 計算サービス / TSUBAME Computing Services  
<https://www.t4.cii.isct.ac.jp/>  
<https://portal.t4.gsic.titech.ac.jp>

The user designated as the new Group manager can click the URL in the email to open the "TSUBAME group manager change" page.

### [tgz-hpe-users] TSUBAME group manager change

The group manager un02 [redacted] set for the TSUBAME group will be changed.

Check the TSUBAME4 Users Portal, the notes on the Users Guide, and the following notes before clicking the Change group manager button. An email will be sent to the new group manager .

- You will not be able to purchase the new payment resource to the group from the payment code whose current group is TSUBAME group. You cannot perform operations that require new charges until you set the payment code.
- Computational resources such as TSUBAME points that are associated with the TSUBAME group will remain after changing the group manager (main). Please check this takeover will not cause any problem from the budget management point of view.
- Even after changing the group manager (main), the purchases of computing resources before this change will still be billed to the payment code that is set by the previous group manager (main). The purchases after this change will be charged to new payment code associated by the new group manager (main).
- Even after changing of the group manager (main), the previous group manager (main) can display the details of budget consumption performed before this change. New group manager (main) can view the details of budget consumption for all terms including the ones that are completed before this change.
- Submitted jobs, purchase volume of the group disks, and the reservation of the nodes will remain even after the change of the group manager (main).
- Any purchases of computing resources that happened before this change cannot be reverted.

I have confirmed and agreed to the details above.

Please provide requests, if any, to the scientific information center, such as specifying of when to change the group manager .

Group manager change

Reject

After reading the cautionary notes, click the checkbox that confirms your agreement, followed by "Group manager change" to complete the application. After approval by CII, authority will be transferred from the current Group manager to the new Group manager.



#### Tips

In the following cases, authority is transferred immediately after approval by the new group manager:

- the Science & Engineering Field IC Card type of the new Group manager is staff (full time or part time).
- the Science & Engineering Field IC Card type of the new Group manager is other than the above and following conditions are met
- The new group manager has an active payment code for the current fiscal year and is the budget manager of that payment code
- The target group has not purchased any points during the current fiscal year.

## 7. Management of payment codes

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This function is provided only for Science Tokyo users.

A Payment code is required to purchase TSUBAME points required for using paid services.



Payment codes are only required for the Group manager.  
 The only payment codes that can be set for a group are those applied for by the group manager.  
 Payment codes applied by anyone other than the Group manager cannot be used.  
 Students cannot manage payment codes other than the budgets for which they are responsible.

### 7.1. Payment code availability period

---

There is a billing deadline that depends on the budget category. We restrict new purchases of TSUBAME points close to the deadline to ensure the billing process (e.g., totaling) is completed in time.

If your budget category is other than Institutional Operating Expense Funds(法人運営費) or Donations for Education and Research(奨学寄附金), the payment code can only be used within a new billable period that satisfies the following criteria:

- Is within a research period
- Is before the date described below:
- If the last billable date is set and is the last day of the month, the last day of the previous month prior to the last billable date.
- If the last billable date is set and is not the last day of the month, the last day of the month two months before the last billable date.
- If the last billable date is not set, the same date above calculated using the end of the research period instead.
- Is before December 31st of every fiscal year



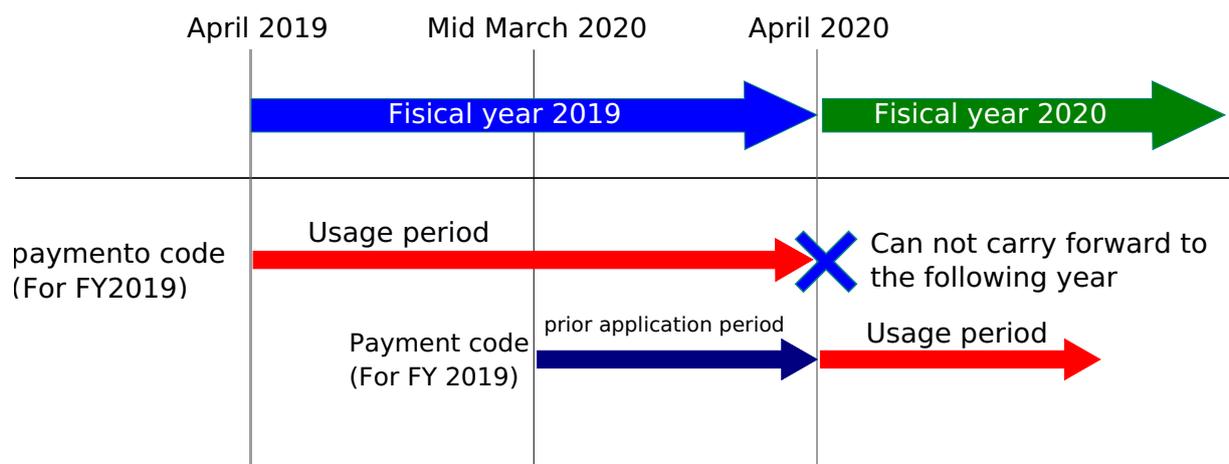
Regarding Institutional Operating Expense Funds and Donations for Education and Research, purchases of TSUBAME Points from January to March will be paid from the same budget for the following year.

### 7.2. Payment code expiration date

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All payment codes will become invalid at the end of the fiscal year.

From mid-March, we will begin accepting applications for payment codes for the following fiscal year. Payment codes applied for in advance will be held until the start date of the next fiscal year, following approval by CII and the budget supervisor (required if the budget manager is different). The code will become available from the start date of the new fiscal year and can then be assigned to groups, used to purchase points, etc.



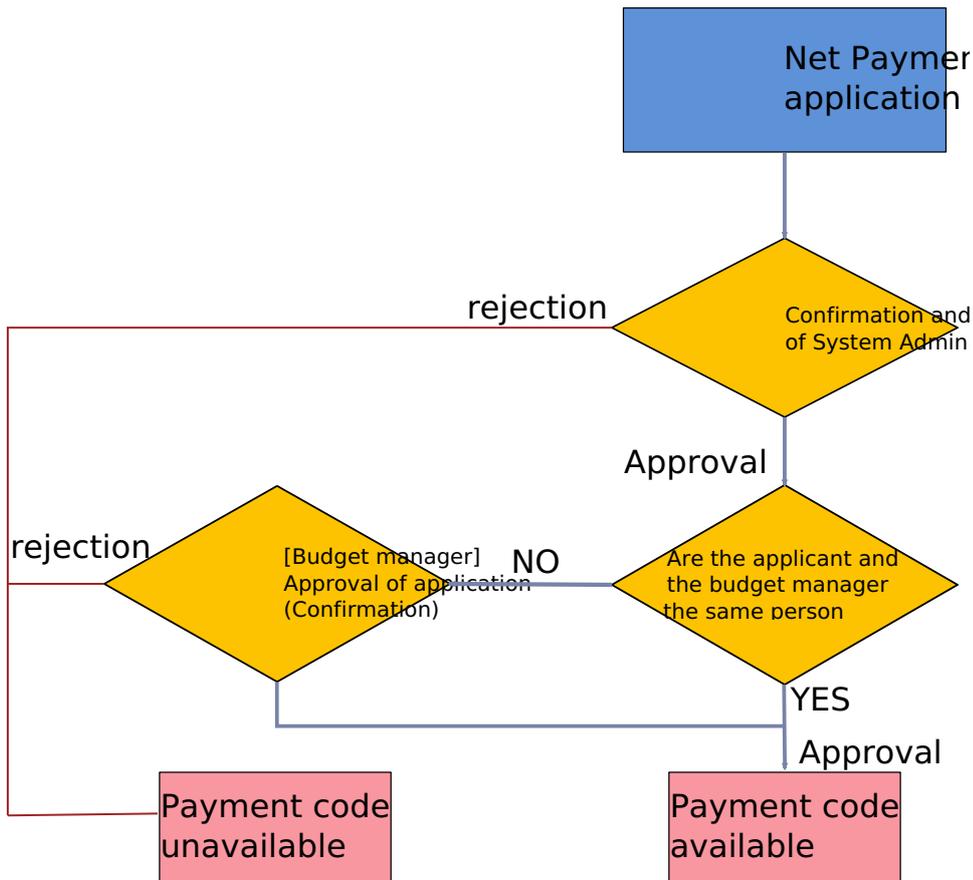
When applications for payment codes for the next fiscal year become available, a checkbox for the next fiscal year will appear at the year of use on the "New payment code application" screen. If you want to apply for a payment code for the following fiscal year in advance, click the checkbox.

### 7.3. Approval by the budget manager (Confirmation)



Grants-in-Aid for Scientific Research(科研費) has four different budget codes for each category, and TSUBAME's computer usage fee is classified as "Others(その他)". (Corresponding to "Facility and equipment usage fee in the research organization(研究機関内の施設・設備使用料)" in the Table of expense categories shared by ministries and agencies(府省共通経費取扱区分表))  
Please note that applications for payment codes for expenses other than "Others(その他)" will be rejected as an incorrect expense category.

The process for payment code application is as follows.



You can use the "Payment code control" screen by choosing "Manage payment code" from the side menu.

**[ ]Payment code control**

**Payment code search**

Payment code request status:  無効  申請中  承認済み  却下済み

Payment code use status:  追認中

Payment code use status:  In use  Stop the use  Waiting

Available year:

Sort order:  Display order:

**Payment code list**

Payment code ID	Payment code name	Budget code	Budget Name	Available year	Budget manager	Payment code status (Request date)	Duplicate application

Click the "New payment code request" to show the "Request for payment code" screen.

## Request for payment code

Request number	
Request date and time	
Request status	申請中
Approval/Reject date and time	
Requester information	アカウント名:hpe-kusama UID:2003 利用者区分:学内利用者, その他センター長が認めたる者
Budget classification	法人運営費
Budget code (32 digits)	<input type="text"/> <input checked="" type="radio"/> 取得済 <input type="radio"/> 取得中
Budget name	<input type="text"/>
Budget department	理学院
Payment code (64)	2024. <input checked="" type="radio"/> Auto <input type="radio"/> Edit
Comment	<input type="text"/>
Research period	Start date 2024/04/16 End date 2025/03/31
Last date of available billing processing	<input checked="" type="radio"/> 設定しない <input type="radio"/> 設定する
Year of use	<input checked="" type="radio"/> FY 2024

Person responsible for budget  申請者  他の利用者

Account name	hpe-kusama
--------------	------------

## Other contact

Name	<input type="text"/>
Occupation	<input type="text"/>
Extension	<input type="text"/>
Email address	<input type="text"/>
Comment from the system administrator	<input type="text"/>

Request

Stop the use

The following items are to be completed:

Item	Description
Payment code	Enter the payment code, if necessary. If you specify "Auto" in the radio button, the name of the payment code combined with the "Budget Name" will be generated automatically. When "Input" is specified, any payment code can be specified in the text box.
Budget classification	Please select the category of the budget to be applied for.(reference: <a href="#">学内予算の種類について</a> Limited to Science Tokyo)
Budget code Budget name	Please follow the steps below to obtain the budget code and budget name for your payment code application <ul style="list-style-type: none"> <li>• Log in to "新物品等請求システム"</li> <li>• Select "予算管理"</li> <li>• Select "予算執行状況確認"</li> <li>• Select "CSV作成"</li> <li>• ranscribe "予算コード"(Budget Code) (32 digits) and "予算名称"(Budget Name) in the output CSV file.</li> </ul> Please use the above method to obtain the budget code because the number of digits in the budget code is large and the beginning and end of the code may be cut off when copying and pasting the display on the system.
Budget department	Chose one from pulldown menu.
Comment	Enter any comments you need to manage your payment code.
Research period	Depending on the budget category, you may be required to enter a research period. If the research period start date is earlier than the current fiscal year, enter April 1 of the current fiscal year as the start date. The start date of the research period cannot be earlier than the first day (April 1) of the corresponding fiscal year.
Last date of available billing processing	You can specify the date by when the billing should be complete. This field is used to calculate <a href="#">the Payment code availability period</a> , and the end of the research period is used if this field is left blank.
Person responsible for budget	Please enter the budget manager's TSUBAME login name.
Other contact	This will be used following unsuccessful attempts to contact the payment code manager.

Please be careful not to make mistakes in the part transcribed from the Purchase Request System. Applications that cannot be confirmed as containing correct information will be rejected. Enter the required items and click "Request."

After the application, the person in charge of CII will confirm the application contents and decide whether to approve or reject it. After this approval, if the budget manager and the payment code applicant are not the same person, a payment code confirmation request email will be sent to the budget manager. Once approval by the budget manager is complete, the payment code will be available. If the budget manager and the applicant are the same, the payment code can be used following approval by the person in charge of CII.



#### Tips

In many cases, approval of payment codes is stalled because the budget manager's addendum is not processed. If your payment code approval is taking a long time, please check with your budget manager first.

### 7.3.1. Approval by the budget manager (Confirmation)

If the applicant for a payment code does not match the budget holder, an email will be sent to the budget holder requesting approval of the payment code application after CII has processed the application.

The requested payment code cannot be used until the payment code application is approved in one of the following ways

- When you use the link in the email
- a. log in to TSUBAME portal, and go to the URL in the email.
    - If the login screen of TSUBAME portal is displayed, please log in and then move to the URL on the email again.
    - If the URL is displayed as invalid, please check if the URL is not split in the mailer. If you still can't use it, please use the following method to approve directly from TSUBAME portal Check the information on the screen, and select approve or reject.
  - b. Review the information on the screen and select Approve or Reject.
    - If you want to approve directly from TSUBAME Portal
- a. Login to TSUBAME portal
  - b. Click "Budget code usage request for approval" in the "Charging Management" group on the left side menu.
  - c. Check the contents on the screen, and select "Approve" or "Reject".

## 7.4. Set payment code to group



Warning

The only payment codes that can be set for a group are those applied for by the group manager.  
Payment codes applied by anyone other than the Group manager cannot be used.

You can set the payment code to a group on the "TSUBAME group details" page. You can reach the screen by selecting "Manage your group" in the menu bar on the left, followed by "Detailed display" for the target group on the "Groups list page."

**(tgz-hpe-users)Payment code setting**

---

**Group basic information**

Group name	tgz-hpe-users
Comment	テスト中
Group manager	2003
Group classification	その他のグループ
Group status	In use

---

**Payment code information of [2003]**

<input type="checkbox"/>	Payment code	Budget code	Budget code name	Status	Assigned group
<input type="checkbox"/>	14	24HP1234567890123456789012345679	HPEテストコード0003	In use	tgz-hpe-users

Click "Payment Code Setting" in "TSUBAME group details" to show the "Payment code setting" page, where you can see the list of applicable payment codes.

### Groups list

Group creation year: FY 2023 ~ FY 2024

Group name:

Group status:  In use  Suspend the use  Stop the use

Privilege:  General user  Group manager

ソート順:  表示順  昇順

20

Group name	Comment	Privilege	Use status
tgz-hpe-ptdev		General user	<a href="#">Details display</a>
tgz-hpe-users		Group manager	<a href="#">Details display</a>

|<< < 1 > >>|

Click the checkbox of the payment code to be used by the group followed by "Assign to payment code."

If you want to cancel the assignment, select the payment code you wish to cancel and click "Cancel assigned payment code."

#### Tips

Payment codes applied for the next fiscal year update can be assigned to groups from April 1 of the new fiscal year.

## 8. Management of TSUBAME points



This function is provided only for groups with payment codes. If the group does not have a payment code, set the payment code to the group in advance.

TSUBAME points are used as compensation when using paid services such as computation and group disks. Points can be purchased from a pre-specified payment code or assigned by the department in charge.

Operations related to TSUBAME points are performed on the "TSUBAME group details" page. This page is displayed by selecting "Manage your group" in the menu bar on the left, and selecting the "Detailed Display" link for the target group on the Group list page.

### Groups list

Group creation year: FY 2023 ~ FY 2024

Group name:

Group status:  In use  Suspend the use  Stop the use

Privilege:  General user  Group manager

ソート順:  表示順:  昇順

[Search](#)

[Group creation](#)

20 [表示件数の変更](#)

Group name	Comment	Privilege	Use status
tgz-hpe-ptldev		General user	<a href="#">Details display</a>
tgz-hpe-users		Group manager	<a href="#">Details display</a>

|<< < 1 > >>|
1 [移動](#)

Select "Details display" link for the group you want to manage points for, and "TSUBAME group details" will be displayed. Operations related to points can be performed from the TSUBAME point menu on this page.

TSUBAME point [Utilization status confirmation](#) If the "purchase point" button is inactive, please set the above "Use field".

Holding points		16.00	<a href="#">Point purchase</a>
Payment code			<a href="#">Payment code setting</a>

## 8.1. Points available for purchase and validity period

In general, no new points can be purchased from January 1 to March 31 due to the terms of the [payment code availability period](#). However, new points can be purchased from Institutional Operating Expense Funds (法人運営費) and Donations for Education and Research (奨学寄附金) even in that period. In this case, please note that the expenses are deducted from the same budget for the next fiscal year.

TSUBAME points are valid only within the fiscal year of purchase. Remaining points will be invalidated the following year. (cf. [Charging rules of TSUBAME4.0 supercomputer, Institute of Science Tokyo](#))

## 8.2. Point purchase



Points can be purchased only by the group manager and the member who has purchasing privilege.

Click the "Point purchase" on the "TSUBAME group details" page to move to the "Purchase of TSUBAME point chase" page.

Purchase TSUBAME point

Payment code  Additional quantity  Lot 16.00Point (1,000yen)

**Please be sure to keep a budget in place. Please be especially mindful of this when spending from external funds.**

On the "Purchase TSUBAME point" page, specify the payment code and additional quantity and click the "Purchase".

Do you want to purchase points to tga-hpe-dev?  
16.00Point(1,000yen)

キャンセル

OK

When the "OK" button on the confirmation dialog is pressed, the specified quantity of points is purchased and the points are credited to the group.

## 8.3. Check point purchase history

Click "Purchase" on the "TSUBAME group details" page to move to the "Purchase TSUBAME point" page. You can display the purchase history for the specified period (fiscal year) in "Display year."

TSUBAME point purchase history

Display year - Period  - Period

Purchase number	Date of addition	Payment code	Purchase lots	T4 point	Remarks
4	2024/04/16	14	1	16.00	[ポイント購入][UID:2003]が[支払コード:14]を利用して、[グループ:tgz-hpe-users(2106)]に、[ポイント数:16.00]を購入しました。

The purchase history is displayed below the TSUBAME point purchase history section.

## 8.4. Check point usage

Click "Utilization status confirmation" on the "TSUBAME group details" page to show the "Utilization status confirmation" page.

TSUBAME point **Utilization status confirmation**

Holding points		16.00
Payment code	14: [redacted] 0003 23: [redacted] 0010	<b>Payment code setting</b>

TSUBAME point use history

Display year  ~  **Search**

Year of 2,024 (Unit: T4 point)

Purchase															Year total	Accumulated total	
	April	May	June	July	August	September	October	November	December	January	February	March					
Buy	16.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		16.00	16.00		
Adjust	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		2.00	2.00		
Consumption															TempPoint	Year total	Accumulated total
	April	May	June	July	August	September	October	November	December	January	February	March					
Job	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Node Reservation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Application	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00		
GroupDisk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Total	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00		

Use status by TSUBAME group member

**Update**

Account name	Status	April	May	June	July	August	September	October	November	December	January	February	March	TempPoint	Year total	Accumulated total
hpe-kusama		2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	2.00

**Back**

On the "Utilization status confirmation" page, you can refer to the total points used in each month.

On the "TSUBAME group details" page, click "Usage details confirmation" in the "Use options" section to move to the "Usage details confirmation" screen.

利用オプション **利用明細確認**

オプション	利用可能	
ノード予約		<b>設定</b>
グループディスク		<b>設定</b>
Webサービス利用		<b>設定</b>
利用アプリケーション申請		<b>申請</b>

On the "Usage details confirmation" screen, you can check the point purchase history for each month by payment code.

## tgz-hpe-usersUser's details display

Currently selected group: [tgz-hpe-users](#)

Privilege:グループ管理者

Group selection tgz-hpe-users ▼

### Display period

Display year and month

The year 2024 ▼ April ▼ ~  
 The year 2024 ▼ April ▼

Display year

FY 2024 ▼

Display CSV output

All

Group name	tgz-hpe-users		
Payment code	14: [REDACTED] 0003		
Group manager	hpe-kusama		
Year and month	Billing details	Number of pieces	Amount of money
2024/4	Purchase of T4 points	16 items	0 yen

Payment code 14: [REDACTED] 0003

Group name	tgz-hpe-users		
Payment code	14: [REDACTED] 0003		
Group manager	hpe-kusama		
Year and month	Billing details	Number of pieces	Amount of money
2024/4	Purchase of T4 points	16 items	0 yen

Back

## 9. Compute Nodes Reservation

### 9.1. Node reservation method

Select "Manage your group" from the side menu, followed by "Detailed Display" of the point group to be used, and "configuration" button of the "node reservation option to use" section to open the "Node reservation setting" page.

Use the "Node Reservation" section at the bottom of this "Node Reservation" page to reserve compute nodes.

#### Node reservation

Please enter the period and resource you want to use and press the reservation button.

\* Note: Cancellation will be refunded according to the cancellation rule.

Please check in advance, thank you for not misoperating.

\* Users who can use reserved nodes will be group members.

You can check the availability of the current reservation by executing the following command on the login node.

```
$ t4-user-info compute ars
```

Period	START	2024/04/19	16	O'clock
	END	2024/04/20	16	O'clock
	Due to the reserved node release process, job submission cannot be accepted after 5 minutes before the end time.			
<input type="radio"/> HOUR	1			
<input type="radio"/> Date	1			
Resources	1	Node		
Comment				

Confirm Reservation

#### ノード予約設定

名称	説明
Period	Specify the start/end date and time of the reservation.
Time(hour)	You can specify the duration by hour.
Day	You can specify the duration by the number of days.
Resources	Specify the number of nodes to reserve.
Comment	Optional comment field to leave description.
Confirm Reservation	Check the system whether the requested reservation is available.

By clicking "Confirm Reservation," the following confirmation dialog will be displayed. Check the reservation period and point consumption displayed in the dialog and click "Accept the above, reserve" to complete the reservation.

**Node reservation confirmation** ✕

Node reservation confirmation

<b>Reservation period</b>	2024/04/19 16:00:00-2024/04/19 17:00:00
<b>Number of reserved nodes</b>	1Node

Line item

<b>Number of payment points</b>	1.25Point
<b>Comment</b>	

Accept the above, reserve
Cancel

**Node reservation confirmation** ✕

Node reservation completed

<b>Reservation period</b>	2024/04/19 16:00:00-2024/04/19 17:00:00
<b>Number of reserved nodes</b>	1Node

Line item

<b>Number of payment points</b>	1.25Point
---------------------------------	-----------

OK

After the reservation is completed, it may take a few minutes before the reservation data appearing in the list.

To search the existing reservation, you can display the reservation information by specifying the search condition from the "Reservation node search condition" in the same screen and clicking "Search."

### Reserved node search conditions

Year	FY 2024 ▾		
Range	<input checked="" type="radio"/> User <input type="radio"/> Group		

<input type="checkbox"/>	AR_ID	<input type="text"/>	<input type="checkbox"/>	Range	<input type="text"/>
<input type="checkbox"/>	Node	<input type="text"/>	<input type="checkbox"/>	Range	<input type="text"/>
<input type="checkbox"/>	CPU	<input type="text"/>	<input type="checkbox"/>	Range	<input type="text"/>
<input type="checkbox"/>	GPU	<input type="text"/>	<input type="checkbox"/>	Range	<input type="text"/>
<input type="checkbox"/>	Time(h)	<input type="text"/>	<input type="checkbox"/>	Range	<input type="text"/>
<input type="checkbox"/>	reservation	2024/04/01 00:00:01	<input type="checkbox"/>	Range	2025/03/31 23:59:59
<input type="checkbox"/>	START	YYYY/MM/DD hh:m	<input type="checkbox"/>	Range	YYYY/MM/DD hh:m
<input type="checkbox"/>	END	YYYY/MM/DD hh:m	<input type="checkbox"/>	Range	YYYY/MM/DD hh:m
<input checked="" type="checkbox"/>	STATE	r,w,W,E,d			

r:In operation / w:Waiting / E:Stopped / W:In preparation / d:Deleting

[Search](#)

Following options are available for searching:

Item	Description
AR ID	The ID number of the reservation.
Node	The number of reserved nodes.
CPU	The number of CPU cores of the reserved node.
GPU	The number of GPUs of reserved nodes.
Time(h)	The duration of the reservation in hour.
reservation	The date and time when the reservation was made.
START	Start date and time of the reservation.
END	End date and time of the reservation.
STATE	The status of the reserved node.

Enter search criteria and press the "Search" button to display the following list of search results.

This list represents one reservation per line.

Select	AR ID	GroupName	User	Comment	Node	CPU(core)	GPU	Time(h)	STATE	Reservation date	Start using	End of use	POINT
<input type="checkbox"/>	368	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:18:47	2024/04/20 18:00:00	2024/04/20 19:00:00	(1.25)
<input type="checkbox"/>	365	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:11:35	2024/04/19 16:00:00	2024/04/19 17:00:00	(1.25)
<input type="checkbox"/>	366	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:16:26	2024/04/17 16:00:00	2024/04/17 17:00:00	(5.00)
<input type="checkbox"/>	367	tgz-jochu	ub02015		1	192	4	25 w	Waiting	2024/04/16 16:17:20	2024/04/16 18:00:00	2024/04/17 19:00:00	(125.00)

Colors in the reserved node list:

Color	Description
Light yellow	The state within 5 minutes after reservation. In this state, cancellation is possible, all points at the time of reservation are returned.
Light green	The reserved node that has exceeded 5 minutes after reservation and has not reached 24 hours before the start. In this state, cancellation is possible, half points at the time of reservation will be returned.
Light blue	The reserved node in the state within 24 hours before the start. In this state, it can not be canceled.
Blue	the reserved node that is currently in operation. In this state, it can not be canceled.

Reserved node list display items

Item	Description
AR ID	Indicates the ID number of the reserved node.
Node	Indicates the number of reserved nodes.
CPU	Shows the number of CPU cores in the reserved node.
GPU	Indicates the number of GPUs of reserved nodes.
Time(h)	Indicates the utilization time of the reserved node.
STATE	Indicates the reserved node status. r: Running / w: Waiting / E: Stopping / W: Preparing / d: Deleting
Reservation date	Specify the date and time when the node reservation was made.
Start	The start date and time of the reserved node.
End	The end date and time of the reserved node.
POINT	The point of the reserved node.

## 9.2. Cancel reservation

Select "Manage your group" from the side menu, followed by "Detailed Display" of the point group to be used, and "Cancel" button of the "node reservation option to use" to open the "Reserved node Cancel" page.

By using "Reserved node search" in this "Reserved node cancel" page, you can see the list of reservation that can be canceled at that time. Select the checkbox of the reservation to cancel, and click "Cancel reservation" to cancel the reservation.



The reservation can be canceled even after the reservation slot starts. Please release the slot for other users if you no longer need the slot because of the early completion of your experiments.



TSUBAME points will be returned depending of when the reservation is canceled.

<b>Timing</b>	<b>Return Rate</b>
Within 5min after reservation is made	100%
More than 24h before the reservation slot starts	80%
Before the reservation slot starts	50%
After the reservation slot starts	50%(Only for remaining time)

Select	AR ID	GroupName	User	Comment	Node	CPU(core)	GPU	Time(h)	STATE	Reservation date	Start using	End of use	POINT
<input type="checkbox"/>	368	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:18:47	2024/04/20 18:00:00	2024/04/20 19:00:00	(1.25)
<input type="checkbox"/>	365	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:11:35	2024/04/19 16:00:00	2024/04/19 17:00:00	(1.25)
<input checked="" type="checkbox"/>	366	tgz-jochu	ub02015		1	192	4	1 w	Waiting	2024/04/16 16:16:26	2024/04/17 16:00:00	2024/04/17 17:00:00	(5.00)

**Node reservation cancel**

Please select the reserved node you want to cancel and press the Cancel button.

\* A reserved node with a check box can be canceled, and points are returned according to the cancellation rule.

[cancel reservation](#)

Item	Description
Search	Search for a reserved node that can be canceled.
Select	Select the reservation node to cancel.
AR ID	Indicates the ID number of the reserved node.
Node	Indicates the number of reserved nodes.
CPU	Shows the number of CPU cores in the reserved node.
GPU	Indicates the number of GPUs of reserved nodes.
Time(h)	Indicates the utilization time of the reserved node.
STATE	Indicates the reserved node status. r: Running / w: Waiting / E: Stopping / W: Preparing / d: Deleting
Reservation date	Specify the date and time when the node reservation was made.
Start	Indicates the start date and time of the reserved node.
End	Indicates the end date and time of the reserved node.
POINT	Indicates the point of the reserved node.
Cancel reservation	Cancel the reservation node whose check box is checked.

### 9.3. Check reservations

Select "Reserved node list" from the side menu to open the "Reserved node list" page.

In this screen, the reservation information of the group selected in "Group selection" in the upper right of the page will be displayed.

## Cumulative

\	Node	Reservation time (h)	Point of use	(Temporary Point)
Occupied resources	5	6	0.00	(2.75)

名称

説明

Node

Indicates the total number of nodes of the current reserved node.

Reservation time(h)

Indicates the current total reservation time.

Point of use

Displays the currently active node and the total number of points on reserved nodes 24 hours before the start.

(provisional point)

If there is a cancelable node in the reserved node, it indicates the temporary point total of the reservation node.

In the following GUI, specify conditions for searching for reserved nodes.

Reserved node search conditions

Year	FY 2024		
Range	<input checked="" type="radio"/> User <input type="radio"/> Group		
<input type="checkbox"/> AR_ID	<input type="text"/>	<input type="checkbox"/> Range	<input type="text"/>
<input type="checkbox"/> Node	<input type="text"/>	<input type="checkbox"/> Range	<input type="text"/>
<input type="checkbox"/> CPU	<input type="text"/>	<input type="checkbox"/> Range	<input type="text"/>
<input type="checkbox"/> GPU	<input type="text"/>	<input type="checkbox"/> Range	<input type="text"/>
<input type="checkbox"/> Time(h)	<input type="text"/>	<input type="checkbox"/> Range	<input type="text"/>
<input type="checkbox"/> reservation	2024/04/01 00	<input type="checkbox"/> Range	2025/03/31 23:
<input type="checkbox"/> START	YYYY/MM/DD	<input type="checkbox"/> Range	YYYY/MM/DD
<input type="checkbox"/> END	YYYY/MM/DD	<input type="checkbox"/> Range	YYYY/MM/DD
<input checked="" type="checkbox"/> STATE	r,w,W,E,d		

r:In operation / w:Waiting / E:Stopped / W:In preparation / d:Deleting

[Search](#)

Item	Description
Fiscal year	Specify the fiscal year range to be searched.
Range	User or Group
AR ID	Specify the ID number of the reserved node.
Node	Specify the number of reserved nodes.
CPU	Specify the number of CPU cores of the reserved node.
GPU	Specify the number of GPUs of reserved nodes.
Time(h)	Specify the set time for using reserved nodes.
Reservation	Specify the date and time when the node reservation was made.
START	The reserved node specifies the start date and time.
END	The reserved node specifies the end date and time.
STATE	Specify the status of the reserved node.
Search Button	We search based on specified condition contents.

AR ID	GroupName	Node	User	Comment	CPU(core)	GPU	Time(h)	STATE	Reservation date	Start using	End of use	POINT
368	tgz-jochu	1	ub02		192	4	1 w	Waiting	2024/04/16 16:18:47	2024/04/20 18:00:00	2024/04/20 19:00:00	(1.25)
365	tgz-jochu	1	ub02		192	4	1 w	Waiting	2024/04/16 16:11:35	2024/04/19 16:00:00	2024/04/19 17:00:00	(1.25)
366	tgz-jochu	1	ub02		192	4	1 r	In operation	2024/04/16 16:16:26	2024/04/17 16:00:00	2024/04/17 17:00:00	(5.00)
343	tgz-jochu	1	uh02		192	4	1 r	Finish	2024/04/11 14:43:19	2024/04/11 15:00:00	2024/04/11 16:00:00	5.00
330	tgz-jochu	1	uy02		192	4	2 r	Finish	2024/04/02 10:43:57	2024/04/02 12:00:00	2024/04/02 14:00:00	10.00

Colors in the reserved node list:

Color	Description
Light yellow	The state within 5 minutes after reservation. In this state, cancellation is possible, all points at the time of reservation are returned.
Light green	The reserved node that has exceeded 5 minutes after reservation and has not reached 24 hours before the start. In this state, cancellation is possible, half points at the time of reservation will be returned.
Light blue	The reserved node in the state within 24 hours before the start. In this state, it can not be canceled.
Blue	the reserved node that is currently in operation. In this state, it can not be canceled.

The reserved node list items:

Item	Description
AR ID	Indicates the ID number of the reserved node.
Node	Indicates the number of reserved nodes.
CPU	Shows the number of CPU cores in the reserved node.
GPU	Indicates the number of GPUs of reserved nodes.
Time(h)	Indicates the utilization time of the reserved node.
STATE	Indicates the reserved node status. r: Running / w: Waiting / E: Stopping / W: Preparing / d: Deleting
Reservation date	Specify the date and time when the node reservation was made.
Start	Indicates the start date and time of the reserved node.
End	Indicates the end date and time of the reserved node.
POINT	Indicates the point of the reserved node.

To check the availability of node reservation for the current month, use `t4-user-info compute ars` on the login node. For more detail, please refer to TSUBAME4.0 User's Guide.

## 9.4. How to use reserved nodes

Reserved nodes can be used by submitting a job with its AR ID specified with the `-ar` option of `qsub` before the reservation starts and during the reservation period.

For the details, please refer to [TSUBAME4.0 User's Guide](#) for details.



Just reserving a node does not make it possible to SSH into the reserved node. To log in directly to a compute node via SSH, use `submit job with node_f`.

## 10. Management of Group Disk

The group disk is purchased using the points by the group manager, and all group member can access the shared storage freely.

Group disk is managed on the "TSUBAME group details" page. This page is reached by selecting "Manage your group" in the menu bar on the left and selecting the "Detailed Display" link for the target group on the Group List page.

### Groups list

Group creation year: FY 2023 ~ FY 2024

Group name:

Group status:  In use  Suspend the use  Stop the use

Privilege:  General user  Group manager

ソート順:  表示順  昇順

[Search](#)

[Group creation](#)

20 [表示件数の変更](#)

Group name	Comment	Privilege	Use status
tgz-jochu		General user	<a href="#">Details display</a>

|<< < 1 > >>|
1 [移動](#)

Group disk operations can be performed from the usage option menu on the "TSUBAME Group Details" page.

Use options: [Usage details confirmation](#)

Option	Available	
Reserve Node		<a href="#">Configuration</a>
Group disk		<a href="#">Setting</a>
Application Use		<a href="#">Setting</a>
fixed-use purchase		<a href="#">Buy</a>

### 10.1. Group disk capacity

The capacity of the group disk is limited by both total file size and the number of files (inodes) under them. For each 1TB unit of file size purchase, 2,000,000 inodes will become available.

The amount of space that can be stored on a group disk is limited by both the absolute size of the files stored under it and the number of files (inodes).

Available sizes and Number of files that can be saved(inode) depend on the storage used.  
For more information on the different group disk areas and how to use them, see [Group Disk](#).

Storage area	PATH	Group disk capacity setting	Available sizes	Number of files that can be saved(inode)
High-speed storage area (SSD)	/gs/fs	100GB unit	MAX 3TB	2,000,000 / 1TB
Large-scale (Big) storage area (HDD)	/gs/bs	1TB unit	MAX 100TB	2,000,000 / 1TB

## 10.2. The validity period of the group disk

At the boundary of the fiscal year, all group disks are in a grace state that can only be read and deleted, to prevent the data become inaccessible due to the delay in payment code approval and purchase of the group disk.

The grace state lasts until mid-April, and unpurchased group disk space will become inaccessible after the grace period ends. It is necessary to purchase the group disk for the current fiscal year to continue using.

Also, group disk data will be deleted at any time after the grace period.

## 10.3. Increase or decrease group disk capacity



**Warning**

The group disk capacity can be set only by the group manager.

Group disks can be increase or decrease from the group disk setting button in the "Use options" section in the group details page.

### (tgz-jochu)Group disk capacity setting

Currently selected group: tgz-jochu
Privilege: 一般利用者
Group selection tgz-jochu ▼

---

#### Group basic information

Group name	tgz-jochu
Comment	
Group manager	adm-hpe-kusama
Group classification	その他のグループ
Group status	In use

---

#### TSUBAME point

Holding points	328.49	<a href="#">Purchase of poi</a>
Payment code		<a href="#">Payment code s</a>

---

#### Group disk capacity

Storage path	Charge/Reserved size(GB)	inode Charge/Reserved size	Update Usage
/gs/fs High speed storage(SSD)	0.000/0	0/0	<a href="#">Resize</a>
/gs/bs High capacity storage(HDD)	0.012/0	0/0	<a href="#">Resize</a>

---

#### Group disk history

Area	2024年										2025年		
	4	5	6	7	8	9	10	11	12	1	2	3	
/gs/fs	0	0	0	0	0	0	0	0	0	0	0	0	
/gs/bs	0	0	0	0	0	0	0	0	0	0	0	0	

[Back](#)

In the "Group disk capacity" section, the current setting and usage of the group disk button are available. Click "Resize" button for the storage whose capacity you want to change, and the capacity change dialog will be displayed.

[ High-speed storage area ]

**Group disk capacity setting**
✕

Storage path /gs/fs Point unit 0.2 point/100GB/Month  
2024年 Capacity unit 100 GB

Size

	2024年												2025年		
	4	5	6	7	8	9	10	11	12	1	2	3			
Current[x100GB]	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Changed[x100GB]	0	0	30	30	30	30	30	30	30	30	30	30	30	30	

Points will be counted at the maximum usage amount for the current month

---

Details

Consumed schedule points before resizing (from this month until the end of March) 0.00Point

Consumed schedule points after resizing (from this month until the end of March) 60.00Point

---

Number of points due to this change 60.00Point

The remaining number of possession points 8675.15Point

Accept the above, cha

[ Large-scale (Big) storage area ]

**Group disk capacity setting** ✕

Storage path /gs/bs Point unit 0.5 point/1000GB/Month  
 2024年 Capacity unit 1000 GB

Size

	2024年										2025年		
	4	5	6	7	8	9	10	11	12	1	2	3	
Current[x1000GB]	0	0	0	0	0	0	0	0	0	0	0	0	
Changed[x1000GB]	0	0	100	100	100	100	100	100	100	100	100	100	

Points will be counted at the maximum usage amount for the current month

---

Details

Consumed schedule points before resizing (from this month until the end of March) 0.00Point

Consumed schedule points after resizing (from this month until the end of March) 500.00Point

---

Number of points due to this change 500.00Point

The remaining number of possession points 8235.15Point

Accept the above, change

Change the group disk size value in the size field on the dialog. After the change, click "Accept the above, change" button in the capacity change dialog to change the capacity from the current month.

When increasing the capacity, the required points from the specified month to the end of the year are deducted.

When reducing the capacity, points for the reduced capacity from the following month to the end of the fiscal year will be returned to the group.

**Tips**

In the following cases, the group disk capacity cannot be set.

- Insufficient points to increase capacity.
- The current disk usage exceeds the specified capacity after reduction.

In addition, depending on the monthly set capacity, actual usage may exceed the set capacity.  
 Please note that access restrictions will be applied if this condition persists.  
 For details, please refer to What to do when group disk usage is exceeded.

## 10.4. Confirmation of group disk usage

Group disk usage can be checked from the Group Disk Settings button under Usage Options on the Group Details screen.

### Group disk capacity

Storage path	Charge/Reserved size(GB)	inode Charge/Reserved size	Update Usage
/gs/fs High speed storage(SSD)	1,523.313/2000	1,124,622/4,000,000	Resize
/gs/bs High capacity storage(HDD)	49,315.310/100000	7,316,556/200,000,000	Resize

The size/number of nodes in use/allocated for each storage path can be viewed.

 **Tips**

Since the capacity setting of the group disk is done on a monthly basis, if the storage space reserved is smaller than that of the previous month, the size/inode count in use may exceed the reserved size.

If this condition persists, access restrictions will be applied, so please check at the beginning of each month to see if the excess has occurred.

For details, please refer to [What to do when the group disk usage exceeds the reserved size.](#)

## 11. Check usage

In the portal, you can check the processing status of jobs submitted in the past.

### 11.1. Check job status

Select "Job List" Link in the side menu to display the "Job List" page.

ジョブ一覧
Currently selected group: tgz-jochu
Privilege: 一般利用者
Group selection: tgz-jochu

**Number of input jobs**

Accumulated total

GROUP	Number of input jobs	Runtime (sec.)	Use point
GROUP	520	1841139.225	311.86
USER	48	125993.995	14.09

**Job search condition**

Year	FY 2024
Resources	<input checked="" type="checkbox"/> 共有 <input checked="" type="checkbox"/> 占有
Input	<input checked="" type="radio"/> User <input type="radio"/> Group <input type="radio"/> All

[詳細検索条件](#)

<input type="checkbox"/> AR ID	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> JOB ID	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> JOB_NAME	<input type="text"/>		
<input type="checkbox"/> STATUS	<input type="checkbox"/> Processing	<input type="checkbox"/> Processing status	<input type="text"/>
	<input type="checkbox"/> End	<input type="checkbox"/> Exit status	<input type="text"/>
<input checked="" type="checkbox"/> SUBMIT	<input type="text" value="2024/04/01 00:00:00"/>	<input checked="" type="checkbox"/> Range specification	<input type="text" value="2025/03/31 23:59:59"/>
<input type="checkbox"/> START	<input type="text" value="YYYY/MM/DD hh:mm:ss"/>	<input type="checkbox"/> Range specification	<input type="text" value="YYYY/MM/DD hh:mm:ss"/>
<input type="checkbox"/> END	<input type="text" value="YYYY/MM/DD hh:mm:ss"/>	<input type="checkbox"/> Range specification	<input type="text" value="YYYY/MM/DD hh:mm:ss"/>
<input type="checkbox"/> WALL(sec)	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> PRIORITY	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> CPU(sec)	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> MEM(GB)	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>
<input type="checkbox"/> POINT	<input type="text"/>	<input type="checkbox"/> Range specification	<input type="text"/>

Enter search conditions and click "Search" button to display information about jobs that match the search conditions.

ジョブ検索結果

Select	Resources	GROUP	NAME	AR ID	JOB ID	TASK ID	JOB_NAME	STATUS	SUBMIT	START	END	WALL(sec)	RU_WALL(sec)	PRIORITY	CPU(sec)	MEM(GB)	POINT
<input type="checkbox"/>	共有	tgz-jochu	ub02		1507	0	sys-dashboard-sys-int_jupyter_app-jupyter	End	137 2024/04/15 11:45:28	2024/04/15 11:45:31	2024/04/15 11:49:44	86400	253.314	0	4.94	1.548	0.00
<input type="checkbox"/>	共有	tgz-jochu	ub02		752	0	sys-dashboard-sys-int_desktop-t4_vnc	End	137 2024/04/04 08:32:34	2024/04/04 08:32:38	2024/04/05 08:32:36	86400	86398.508	0	33.58	90.94	2.39
<input type="checkbox"/>	共有	tgz-jochu	ub02		2527	0	QRLOGIN	End	137 2024/04/03 08:59:17	2024/04/03 08:59:46	2024/04/03 09:59:20	3600	3574.333	0	5.688	0.02	0.79
<input type="checkbox"/>	共有	tgz-jochu	ub02		2911	0	sys-dashboard-sys-bc_desktop-t4_vnc	End	137 2024/04/04 08:32:17	2024/04/04 08:32:23	2024/04/04 11:32:21	10800	10797.562	0	5.96	14.399	0.29
<input type="checkbox"/>	共有	tgz-jochu	ub02		3211	0	QRLOGIN	End	137 2024/04/04 16:22:17	2024/04/04 16:22:36	2024/04/04 17:22:18	3600	3582.118	0	0.3	0.0	0.79
<input type="checkbox"/>	共有	tgz-jochu	ub02		3546	0	QRLOGIN	End	2 2024/04/05 11:17:12	2024/04/05 11:17:34	2024/04/05 11:53:15	3600	2140.436	0	0.367	0.0	0.51
<input type="checkbox"/>	共有	tgz-jochu	ub02		3555	0	QRLOGIN	End	137 2024/04/05 11:53:19	2024/04/05 11:53:39	2024/04/05 12:53:20	3600	3581.928	0	1.816	0.005	0.79
<input type="checkbox"/>	共有	tgz-jochu	ub02		3618	0	QRLOGIN	End	137 2024/04/05 14:02:55	2024/04/05 14:03:15	2024/04/05 15:02:57	3600	3581.622	0	0.345	0.008	0.79
<input type="checkbox"/>	共有	tgz-jochu	ub02		4984	0	QRLOGIN	End	0 2024/04/08 11:31:09	2024/04/08 11:31:29	2024/04/08 11:37:53	3600	383.792	0	0.625	0.0	0.17
<input type="checkbox"/>	共有	tgz-jochu	ub02		5009	1	local_scrach_job-array.sh	End	0 2024/04/08 11:52:16	2024/04/08 11:52:35	2024/04/08 11:52:35	3600	0.153	0	0.15	0.0	0.15



Tips

In the TSUBAME portal, you can check whether the submitted job is being processed, completed, or settled. For jobs submitted to the reservation, points are collected at the time of the reservation, and the reservation ID is displayed in the ARID column and points are not displayed.

Check the checkbox at the left of the job search results, and the information on selected jobs is displayed at the bottom. You can compare the job information side by side.



Tips

When a job is submitted, the maximum consumption points of that job are deducted in advance, referring to the job options specified by the user. This state is called "Provisional holding of points (Provisional points)."  
After the completion of the job, points are recalculated based on the actual consumption. If it is smaller than the temporarily held point, the difference is returned and reflected in the system.

## 11.2. Job search options

---

Items that can be specified by search options as follows.

Item	Description
Fiscal year	Specify the fiscal year of the time when the job was executed.
Search target	Specify the search range of the job submitter. When "user" is selected, it searches for the job executed by the current logged-in user. If you wish to search by group, select another group in the "Group selection" list box on the upper right of the screen and then specify other conditions.
AR ID	Specify the ID number of the node reservation.
JOB ID	Specify the ID number of the submission job.
JOB_NAME	Search by job file name specified at job submission. Partial matching of character strings is also possible.
STATUS	You can search according to job status. You can select either "in process" or "end" and search by status letters of each.
SUBMIT	Specify the time when the job was submitted.
START	Specify the time when the job was started.
END	Specify the time when the job ended.
WALL(sec)	Specify the job execution time specified by the user when executing the job.
RU_WALL(sec)	Specify the time actually consumed by the job.
PRIORITY	Specify the priority of the job. The priority is one of 0, 1, and 2.
CPU(sec)	Specify the CPU time consumed by the job.
MEM(GB)	Specify the memory consumed by the job in units of GB.
POINT	Specify the number of points consumed by job execution.

## 12. Management of TSUBAME usage report

TSUBAME users are required to report their research results from TSUBAME for each group.

To manage usage reports, use the "Usage Reports" page. Select "Management your group" from the side menu, select "Detail Display" for the target group, and click "Usage Report" button on the group details page.

### TSUBAME group (tga-hpe-dev) details

[Currently selected group:tga-hpe-dev](#)
Privilege: -
Group selection tga-hpe-dev ▼

#### Group basic information

<b>Group name</b>	tga-hpe-dev	
<b>Comment</b>		<a href="#">Edit</a>
<b>Group manager</b>	hpe-kusama	<a href="#">Manager change</a>
<b>Group contact</b>		<a href="#">Change</a>
<b>Group classification</b>	東工大に在籍する教職員、学生等のみのグループ	
<b>Group status</b>	In use	<a href="#">Suspend the use</a> <a href="#">Stop the use</a>
<b>Main use field</b>	Current setting : Other <input type="text" value="Other"/> ▼	<a href="#">Setting</a>
<b>Usage report</b>	Report count : 0	<a href="#">Usage report</a>



#### Tips

The "Usage Report" button may not be displayed depending on the group type.

### 12.1. Submit usage report

There are two ways to report usage: "individual report" and "bulk report." Select according to the type of report and the number of reports.

## tga-group001 利用報告

現在選択中のグループ: tga-group001 権限: グループ管理者(メイン)

新規報告

[個別報告](#) [一括報告](#)

---

報告一覧

利用報告数 1件

1 / 1

No.	報告ID	種別	内容	添付	更新日時
1	1	査読つき論文	<a href="#">2024年度大型計算機利用報告</a>		2024/02/28 09:02:22

1 / 1

[戻る](#)

### 12.1.1. Submit individual reports

Select "Individual Report" in the "Usage Report" menu.  
The input page is displayed.

### tga-hpe-dev Submit a usage report

[Currently selected group:tga-hpe-dev](#)
Privilege: -
Group selection tga-hpe-dev ▼

**New report**

Individual report
bulk report

---

<b>Kind</b>	Report ▼	[500 Source length]
<b>Content</b>		
<b>Attachment file</b>		<span style="border: 1px solid #ccc; padding: 2px 10px; background-color: #007bff; color: white;">Reference</span> <span style="border: 1px solid #ccc; padding: 2px 10px; background-color: #666; color: white; margin-left: 10px;">Delete</span>

Regist

---

**Report list**

Number of usage reports 0

Usage report submission: Operating method of individual report

Name	Description
Kind (Type)	Select the type of report from peer-reviewed articles, non-reviewed articles, oral presentations, etc.
Contents	Fill in the content of the usage report to be submitted. Please enter within 500 characters.
Attachment file	Specify the file attached to the usage report to be submitted.

After entering the necessary items, click "Regist" button to complete the report.

#### 12.1.2. Submit reports in bulk

Select "bulk report" in the "Usage Report" menu. An input form is displayed.

## tga-hpe-dev Submit a usage report

[Currently selected group:tga-hpe-dev](#)
Privilege: -
Group selection tga-hpe-dev ▾

**New report**

Individual report
bulk report

---

bulk report form [500 Source length]

Read report

Please select the kind of report below and remove the check mark if there is a report not to register. Also, if there is an attached file please fix it after reporting

Select	Kind	Content

Regist

Fill in the "bulk report form" in the form of one report per line. Blank lines are ignored.

After entering, select the "Read report" button. Read the information entered in the batch report form. The read contents are displayed in tabular form below the batch registration form.

Check the contents entered in the bulk report form to be registered in the system. Items that are not checked will not be registered in the system even if you click "Regist" button. For each report item, select the type of report from among peer-reviewed papers, non-peer-reviewed papers, and oral presentations.

Finally, click "Register this content" button to register the checked report.

## 12.2. View and update usage reports

---

In the "usage report reference update" screen, you can check the details of the reported usage report, update it, and download the attached file.

A list of reported usage reports is displayed at the bottom of the "Submit Usage Report" page.

### tga-hpe-dev Submit a usage report

[Currently selected group:tga-hpe-dev](#)      Privilege: --      Group selection tga-hpe-dev ▼

**New report**

Individual report    bulk report

---

**Report list**

Number of usage reports 6

<<prev
1 - 6 / 6 move
next>>

No.	Report ID	Kind	Content	Attachment	Modified date time
1	1	Report	<a href="#">2021年度グループ利用統計</a>		2024/04/16 16:57:07
2	2	Report	<a href="#">2022年度グループ利用統計</a>		2024/04/16 16:57:39
3	3	Report	<a href="#">2023年度グループ利用統計</a>		2024/04/16 16:58:00
4	4	Report	<a href="#">2023 Group Usage Report</a>		2024/04/16 16:58:42
5	5	Report	<a href="#">2023 Storage Usage Report</a>		2024/04/16 16:58:59
6	6	Report	<a href="#">2023 Resource Usage Report (Detail)</a>		2024/04/16 16:59:38

<<prev
1 - 6 / 6 move
next>>

[Back](#)

Select the link in the content column to view and edit the reported content.

**Use report details** ✕

Create user: [redacted] Create date: 2024/04/16  
[redacted] 16:59:38

Update user: [redacted] Update date: 2024/04/16  
[redacted] 16:59:38

<b>Kind</b>	Report <span style="float: right;">▼</span>	[500 Source length]
<b>Content</b>	2023 Resource Usage Report (Detail)	
<b>Attachment file</b>		<span style="background-color: #007bff; color: white; padding: 5px 10px; border: 1px solid #007bff;">Reference</span> <span style="background-color: #6c757d; color: white; padding: 5px 10px; border: 1px solid #6c757d; margin-left: 10px;">Delete</span>

An icon is displayed in the attachment column for reports with attached files. Click to see the attached file. After checking the contents, update, delete, change or delete the attached file as necessary.

**Warning**

Accepted usage reports will be locked and become unchangeable. Please contact us if you need to modify it.

## 13. Application Activation

If you use commercial applications, you need to purchase the application to activate in the usage option menu on the "TSUBAME Group Details" page.

Click "Setting" button in "Application Use" option.

Use options **Usage details confirmation**

Option	Available	
Reserve Node		<b>Configuration</b>
Group disk		<b>Setting</b>
<b>Application Use</b>		<b>Setting</b>
fixed-use purchase		<b>Buy</b>

Click "Purchase" button on the application you want, select the end month of the period you want to use, then click "Buy" button.

Individual purchase

Application	Points (per month)	Start(first day)	End date(last day)	Purchase
ANSYS	4.00			<b>Purchase</b>
ABAQUS·ABAQUS CAE	2.00			<b>Purchase</b>
AMBER	2.00			<b>Purchase</b>
Materials Studio / Discovery Studio	6.00			<b>Purchase</b>
Mathematica	4.00			<b>Purchase</b>
COMSOL Multiphysics	4.00			<b>Purchase</b>
Gaussian·GaussView	2.00			<b>Purchase</b>
Schrodinger Small-Molecule Drug Discovery Suite	4.00			<b>Purchase</b>

**Back**

**Individual purchase** ✕

Application ANSYS

Purchase period (4pt/month)

The year 2026 ▾ March ▾ To the end

Period 12Month

Point 48.00Point

**Buy** **Cancel**

You can see purchasing history in the list of purchased applications on the "TSUBAME Group Details" page.

List of purchased applications

Buyer Account	Application	Start time	End time	Number of nodes	Status
ub02	Mathematica	2024-04-05 11:19:58.0	2025-04-01 00:00:00.0	-	In use
ub02	Gaussian·GaussView	2024-04-05 11:19:45.0	2025-04-01 00:00:00.0	-	In use
ud02	Gaussian·GaussView	2024-04-03 09:14:06.0	2025-04-01 00:00:00.0	-	In use
ud02	COMSOL Multiphysics	2024-04-03 09:13:58.0	2025-04-01 00:00:00.0	-	In use
ud02	Mathematica	2024-04-03 09:13:52.0	2025-04-01 00:00:00.0	-	In use
ud02	Materials Studio / Discovery Studio	2024-04-03 09:13:45.0	2025-04-01 00:00:00.0	-	In use
ud02	AMBER	2024-04-03 09:13:37.0	2025-04-01 00:00:00.0	-	In use
ud02	ABAQUS·ABAQUS CAE	2024-04-03 09:13:29.0	2025-04-01 00:00:00.0	-	In use
ud02	ANSYS	2024-04-03 09:13:22.0	2025-04-01 00:00:00.0	-	In use
ud02	Schrodinger Small- Molecule Desi	2024-04-02 17:35:15.0	2025-04-01 00:00:00.0	-	In use

Purchased applications are available from the time of the purchase operation until the end of the specified month.



Application activation requires a purchase operation for each account. For example, if you purchase Mathematica, only that account can use Mathematica.

If you are not authorized to use that application, it will be grayed out and cannot be selected

## 14. Application Distribution for Labs

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Not available on the portal menu.

For more details: [Application Distribution](#)

## 15. Subscription

To apply for a subscription for a computing node, click the "Purchase" button under "Subscription Purchase" (fixed-use purchase) from the Group Details screen.

Use options **Usage details confirmation**

Option	Available	
Reserve Node		<b>Configuration</b>
Group disk		<b>Setting</b>
Application Use		<b>Setting</b>
fixed-use purchase		<b>Buy</b>

Clicking the button displays a dialog box for specifying the period of use.

Enter the number of nodes you wish to use and the period for which you wish to use them, and click the "Purchase" button to apply for a subscription purchase.

Subscribed computing nodes will be available after the system administrator has configured the usage settings on the start date of each month.

For more details like purchase deadline, please refer to [Subscription](#).

**fixed-use purchase** ✕

Usage subscription Purchase period(7200pt/month)

The year 2024  from  
 The year 2024  To the end

Period 4Month  
 Point 28800.00Point

Number of nodes

**Buy** **Cancel**

Purchased node subscription services are displayed in the "Application Purchase List" at the bottom of the group details.

権限の設定

利用者追加

利用者削除

## 購入済みアプリケーション一覧

購入者アカウント	アプリケーション	開始時刻	終了時刻	ノード数	状態
toukoudai	定額利用	2024-03-13 18:23:55.0	2024-07-01 00:00:00.0	1	利用中
toukoudai	ANSYS	2024-03-13 17:38:18.0	2024-05-01 00:00:00.0	-	利用中
toukoudai	AMBER	2024-03-25 14:37:49.0	2024-04-01 00:00:00.0	-	利用中
toukoudai	ABAQUS・ABAQUS CAE	2024-03-25 14:35:32.0	2024-04-01 00:00:00.0	-	利用中
toukoudai	定額利用	2024-02-01 00:00:00.0	2024-03-01 00:00:00.0	1	終了

## 16. Web application function

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In TSUBAME4.0, the Web application function of TSUBAME3.0 was replaced with Open OnDemand.

For more details about Open OnDemand, please refer to [Open OnDemand manual](#).

## 17. Renewal account request

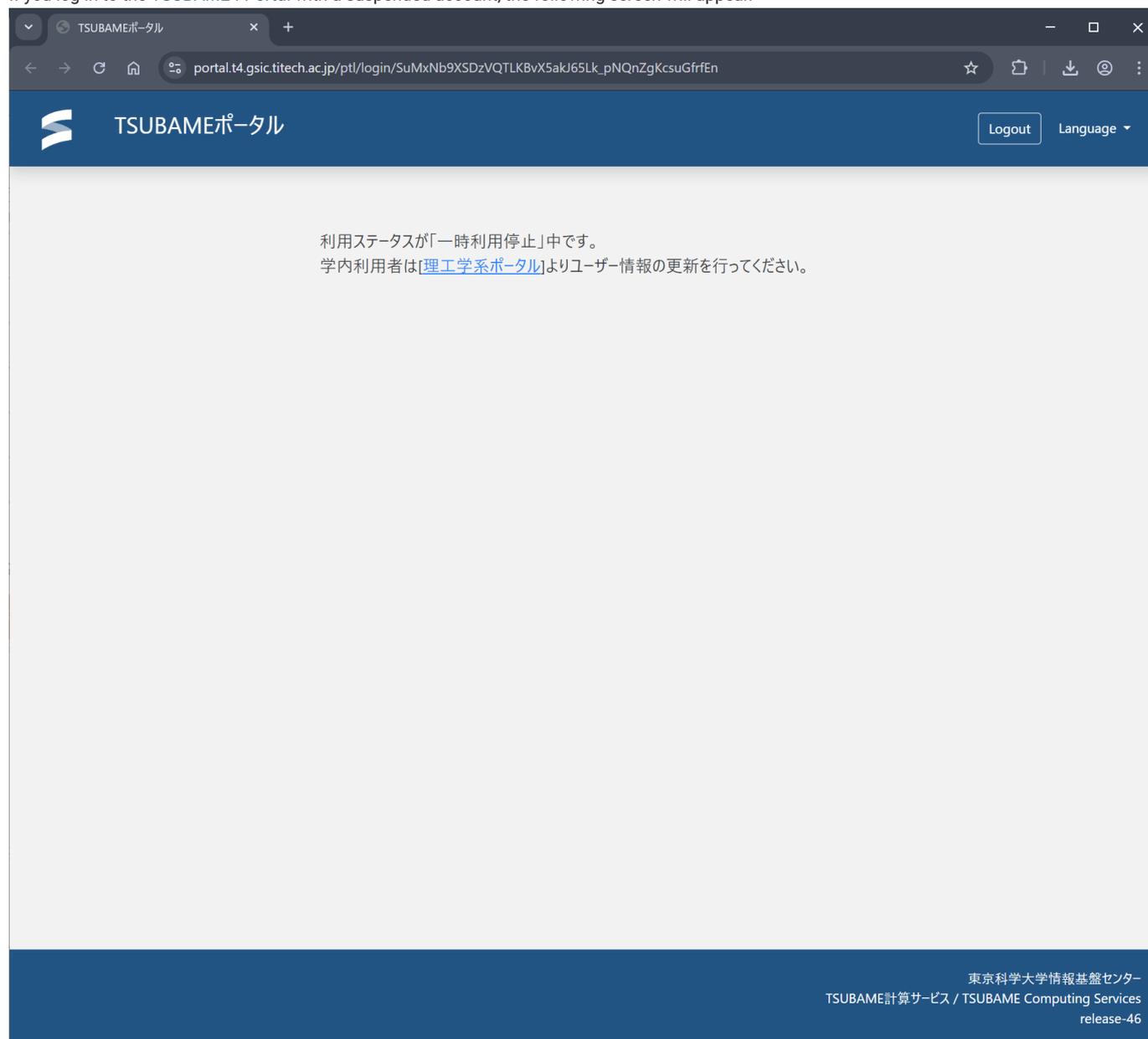
TSUBAME accounts are valid until the end of the fiscal year at the maximum for both on-campus and off-campus users.

If you wish to continue using TSUBAME, you will need to follow the procedures for account renewal.

The procedure for off-campus users is the same as that for new users. Please refer to [the guidance page for each account acquisition method](#).

At the beginning of each academic year, your TSUBAME account will be “temporarily suspended” and you will not be able to log in to TSUBAME until your enrollment confirmation is completed by the procedure for account continuation.

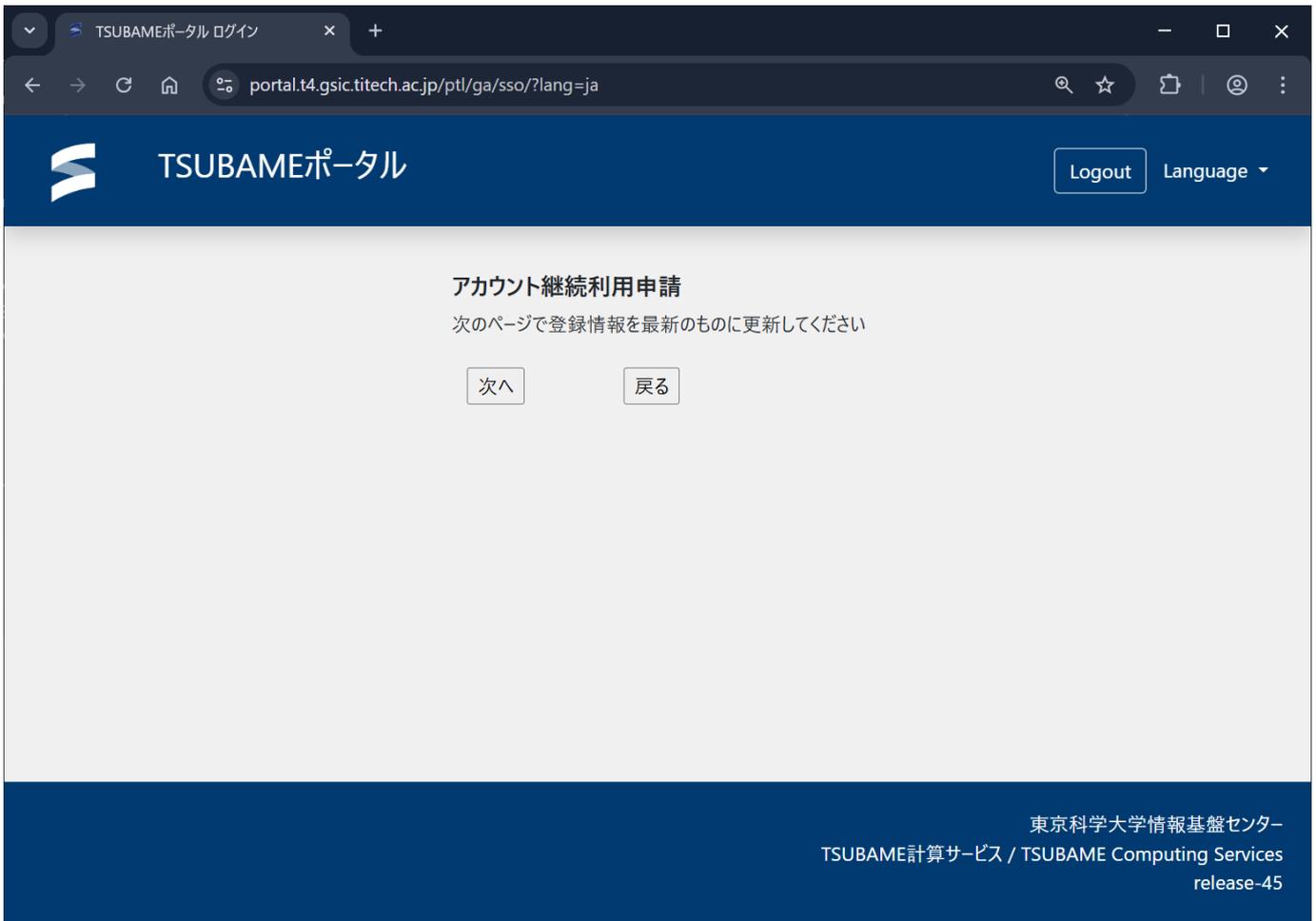
If you log in to the TSUBAME4 Portal with a suspended account, the following screen will appear.



### 17.1. Science & Engineering Field IC Card holders

If you have a Science & Engineering Field IC Card from the Institute of Science Tokyo, please login to TSUBAME portal from Institute of Science Tokyo Portal for Science & Engineering Field.

If you log in to the TSUBAME Portal from Portal for Science & Engineering Field, the following screen will appear.



Click "次へ(Next)". Go to Renewal account request page.

Enter the required information and press the "confirmation" button.



You can change the displayed language by clicking the "Language" button in the upper right.

**Renewal account request**

User classification	Intramural users	
HPCI-ID	<input type="text"/>	
	(If you already have an ID, enter the ID)	
*Name (Romaji)	Last name <input type="text"/>	First name <input type="text"/>
Name (Kanji)	Last name <input type="text"/>	First name <input type="text"/>
Name (Kana)	Last name <input type="text"/>	First name <input type="text"/>
Address	Japan(JPN) <input type="text"/>	
Nationality	Japan(JPN) <input type="text"/>	
Applicability of specific types	Applicable <input type="text"/> Please select the applicability of the specific category. Detailed information <a href="https://www.t4.cii.isct.ac.jp/resident-check">https://www.t4.cii.isct.ac.jp/resident-check</a>	
Access source	Japan only <input type="text"/>	
Card type	<input type="text"/>	
*Standing	<input type="text"/> Please select the appropriate status. If you do not have the relevant status, you will not be able to obtain an account based on the Tokyo Tech Access Card. Detailed information <a href="https://www.t4.cii.isct.ac.jp/accounts-access-card">https://www.t4.cii.isct.ac.jp/accounts-access-card</a>	
*Occupation	<input type="text"/>	
*Department	<input type="text"/>	
Department details	<input type="text"/>	
Extension	<input type="text"/>	
Extension (Other)	<input type="text"/>	
*Contact email address 1	<input type="text"/>	
Contact email address 2	<input type="text"/>	
Contact email address 3	<input type="text"/>	
Mail box number	<input type="text"/>	
Mail box number (Other)	<input type="text"/>	
Main purpose for use	Reserch <input type="text"/>	
Research theme	<input type="text"/>	

**Confirmation**

**Info**

Items with grey input boxes are automatically registered from your account information and cannot be changed.  
Items marked with \* are required.

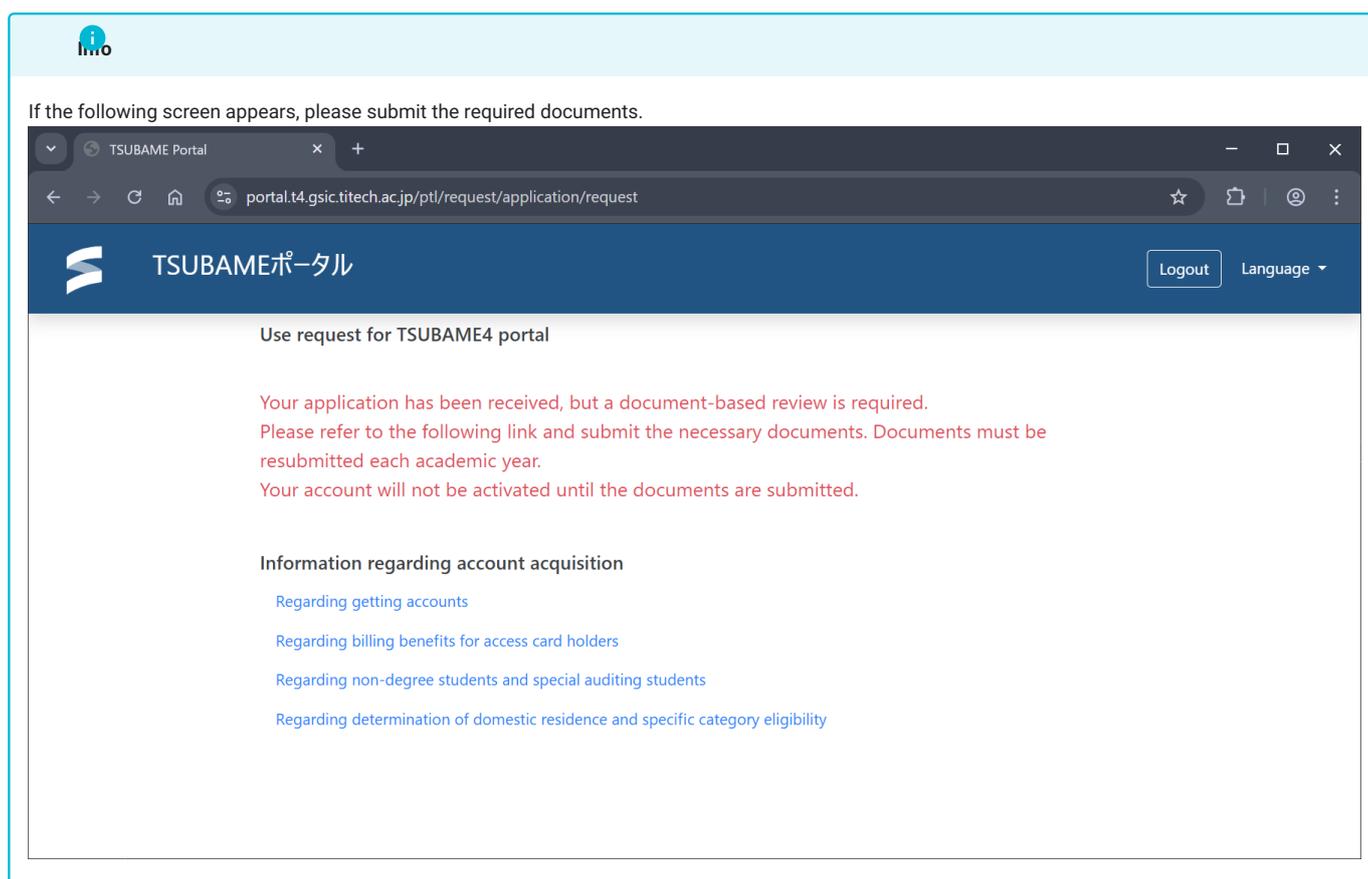
A confirmation screen will appear. Press the "Request" button to confirm the details.

The screenshot shows a web browser window with the URL `portal.t4.gsic.titech.ac.jp/ptl/request/application/confirm`. The page title is "Renewal account request Confirmation". The form contains the following fields:

User classification	<input type="text"/>	
HPCI-ID	<input type="text"/>	
Name (Romaji)	Last name <input type="text"/>	First name <input type="text"/>
Name (Kanji)	Last name <input type="text"/>	First name <input type="text"/>
Name (Kana)	Last name <input type="text"/>	First name <input type="text"/>
Address	<input type="text"/>	
Nationality	<input type="text"/>	
Applicability of specific types	<input type="text"/>	
Access source	<input type="text"/>	
Card type	<input type="text"/>	
Standing	<input type="text"/>	
Occupation	<input type="text"/>	
Department	<input type="text"/>	
Department details	<input type="text"/>	
Extension	<input type="text"/>	
Extension (Other)	<input type="text"/>	
Contact email address 1	<input type="text"/>	
Contact email address 2	<input type="text"/>	
Contact email address 3	<input type="text"/>	
Mail box number	<input type="text"/>	
Mail box number (Other)	<input type="text"/>	
Main purpose for use	<input type="text"/>	
Research theme	<input type="text"/>	

At the bottom right of the form, there are two buttons: "Request" and "Back".

You will be redirected to the Tsubame4 Portal and it will be available for use.



## 17.2. Medical and Dental Fields who do not have a Science & Engineering Field IC Card holder

For those who belong to Medical and Dental Fields and have a TSUBAME account that is not linked to Science & Engineering Field IC Card holders, we will send an individual email to the appropriate person regarding how to apply for continued use.

If you have not received an email, please contact us using the [Contact Form](#).

## 17.3. Those who have left Science Tokyo due to graduation, moving out, etc.

If you wish to continue using TSUBAME as a non-campus user, your current TSUBAME account is reused.

Please contact us via [Contact Form](#) after obtaining TSUBAME account as non-campus user, so that we can remove an attribute as campus user from your TSUBAME account and resume your account status.

## Appendix.

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### Appendix.1. Query

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For information on where to send application forms for new use and other inquiries, please refer to the website of CII, Institute of Science Tokyo

URL <https://www.t4.cii.isct.ac.jp/en>

### Appendix.2. Site information

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TSUBAME Portal

URL: <https://portal.t4.gsic.titech.ac.jp/ptl/>