

Learning Management System

Essay Contest Submission Operation Manual

【1】 Login to the Learning Management System

<https://hoppii2025.hosei.ac.jp>

Open the URL above to access the Learning Management System and login.

Login

As is shown below, on the 「Hosei Univ. Network Integrated Confirmation System」, enter your user ID (student number)/password, and then click on the login button.

【2】 Search for Essay Contest (Class code: 250600551)

After successfully logging in, Hoppii menu screen will appear. Here, select the 2025 Essay Contest Applications (2025 年度懸賞論文応募) .

① Click on the “Class Schedule”.

② Click on the “Temporary Class Registration (授業の仮登録)” and search for the 2025 Essay Contest Applications (2025 年度懸賞論文応募) .

【3】 Submitting your Essay

③ Click on your registered the “2025 Essay Contest Application (2025 年度懸賞論文応募)” .

④ Click the “Start (開始)” .

⑤ Submit the files corresponding to questions 1 through 6.

◆Caution when uploading your essay◆

Please **DO NOT** include your name or Student ID Number in the file name.

《File name》

- Q1 48th Hosei University Essay Contest Cover Sheet
- Q2 Paper Abstract & Keyword Submission Form
- Q3 Essay Title (Please use your essay title as the file name.) *word
- Q4 Essay Title (Please use your essay title as the file name.) *pdf
- Q5 Recommendation Form from a Faculty Member
- Q6 Essay Contest Submission Table

⑥ After submission, please check the My Reports (マイレポート) tab to confirm that your essay has been submitted.