

December 10, 2021

To all students,

**Notice: Please keep rooms and facilities well-ventilated**

Although a new novel coronavirus variant has emerged and it is still difficult to forecast how the situation will develop, the university is continuing to implement face-to-face classes. To prevent the spread of the virus, classrooms and facilities must be ventilated by frequently opening windows and doors. Please, therefore, be sure to wear warm clothes and bring a blanket to keep yourself warm. If you feel cold during class, please do not hesitate to ask the instructor to adjust the room temperature.

In winter, the air is drier and droplets travel through the air more easily. It is also the time when seasonal influenza is prevalent. Please, therefore, continue taking the essential measures to prevent infection, including wearing a face mask and frequently washing your hands.

Takao Hirajima

Executive Vice-President for Education

● **Ventilation in classrooms**

**1. If it is possible to keep the room constantly ventilated:**

Rooms can be efficiently ventilated by keeping windows and doors on diagonally opposite sides open (10–20 cm).

**2. If it is difficult to keep the room constantly ventilated:**

Open windows frequently (at least once every 30 minutes) for a few minutes.

**3. If there are no windows in the classroom:**

Keep the door open or use a ventilation fan.