

Accessing a Remote Laboratory

Remote Lab Instructions

V14



Accessing a Remote Laboratory

Overview

The EIT lab hosting platform, Remote Labs, allows students to remotely control lab computers in real time, using Guacamole. Remote Labs utilizes a scheduling system, so students can have pre-planned access to the lab they require, when they need it.

Once connected, students will have access to a wide range of engineering software and connected hardware, which will be used in practical assessments throughout their course.

These instructions will assist with creating an account, and logging into a remote laboratory.

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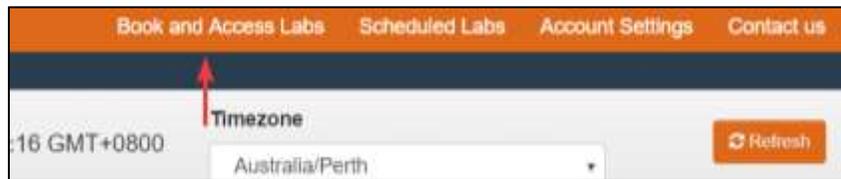
Booking a Laboratory Time

Remote laboratories use a booking system to grant access to only 1 user at a time per lab.

This has been done for your convenience to ensure you don't have to wait for someone to leave a laboratory.

An hour is committed to each time booked, yet multiple sessions can be booked ahead of time if required.

1. Select the tab 'Book and Access Labs'.



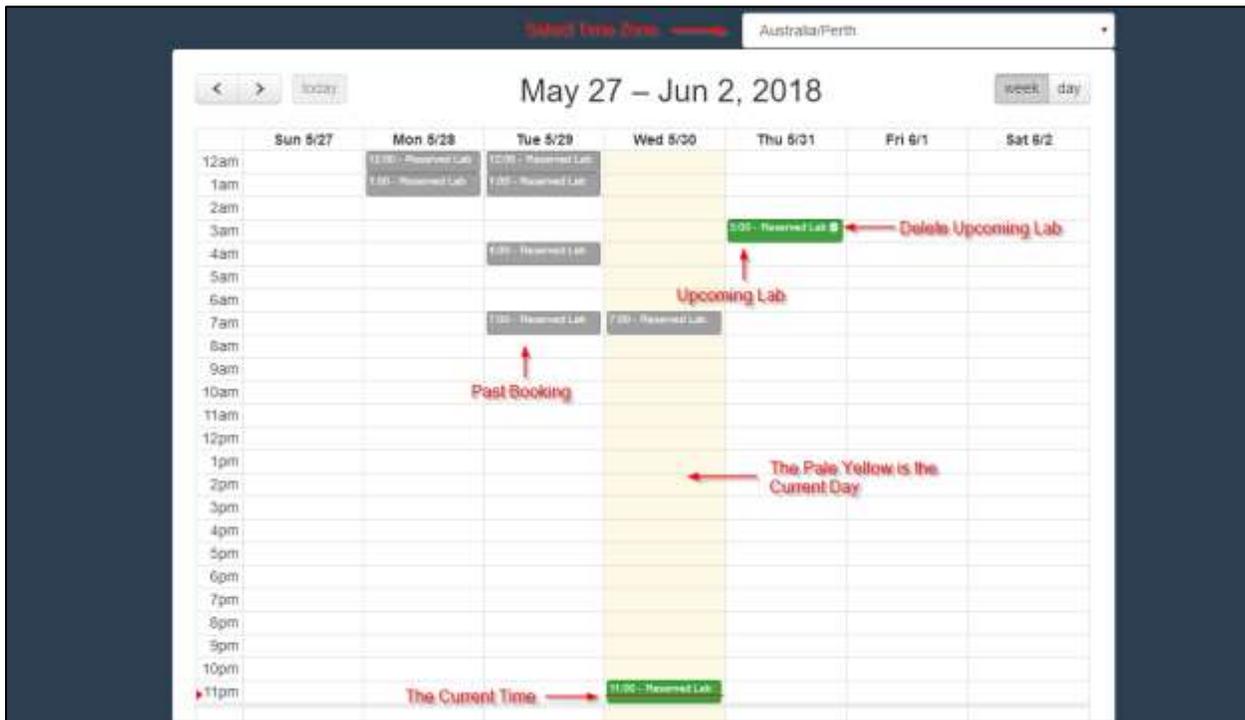
2. Find the laboratory that meets your needs, and then select the calendar symbol beside it to book a time. The signal bars on the left of the lab indicates the connection speed. If it is low, then the laboratory may be stationed in a different country. It is preferable to choose a strong signal lab.

List of available labs: [Search Details](#)



Name	
Lab 1	Virtual Null Modem, Factory IO, Rockwell Automation Suite, FactoryTa
Lab 2	Wireshark, SImetrix, National Instruments MyDaq (RC), Factory IO, Ro FactoryIO, MesysShaft, FactoryTalk View Studio
Lab 3	Maintenance mode. Lab is currently not available.
Lab 4	Microsoft Project, NI MyDaq (RC), Rockwell Automation Suite, Studio
Lab 5	AutoCAD, AutoCAD Plant 3D, AutoCAD Plant Report Creator, Abaqus C
Lab 6	HSTS Civil Teaching Software, ETAP, Abaqus, Space GASS, Autodesk

3. The laboratory is comprised of a timetable schedule. The below diagram defines each item.



Note - the time zone is automatically detected from your location. Alternatively, if you are using a VPN, you are able to select your location from the dropdown menu at the top of the lab.

Creating a Laboratory Booking

If you wish to create a laboratory booking, simply select a free time slot.

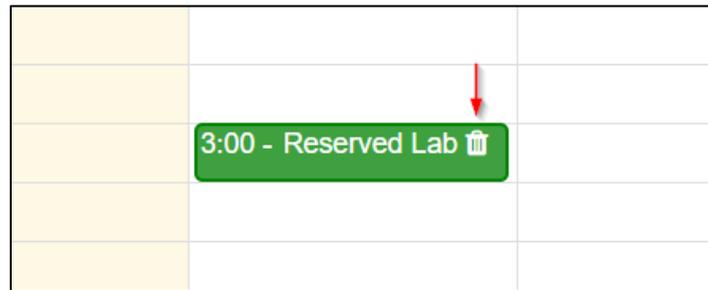
If it is successful, a **GREEN** block will appear with your lab time added.

(**Note:** **Red** blocks are time slots booked by other users)



Deleting a Laboratory Booking

If you wish to delete a laboratory booking, select the trash can icon besides the booking.



Viewing Your Booking

Time slots you booked will appear as bubbles at the bottom of the remote labs list webpage



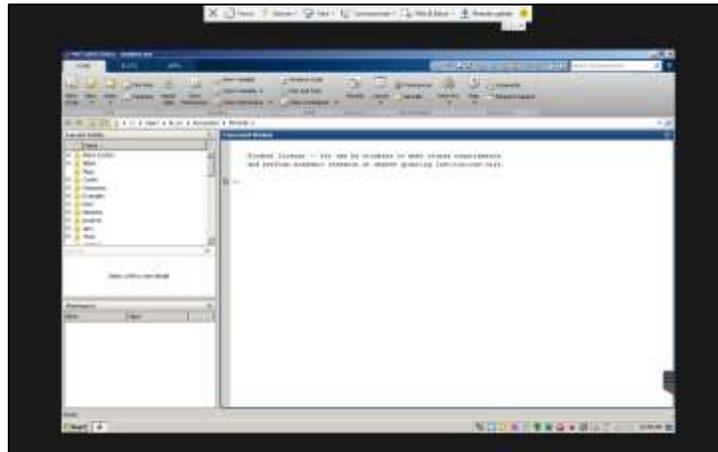
An email reminder will also be sent 10 minutes before the laboratory is available.

Accessing the Laboratory

When your booked lab time arrives, the computer icon next to the laboratory will transform into a selectable button.



The Remote Laboratory will appear on the screen.



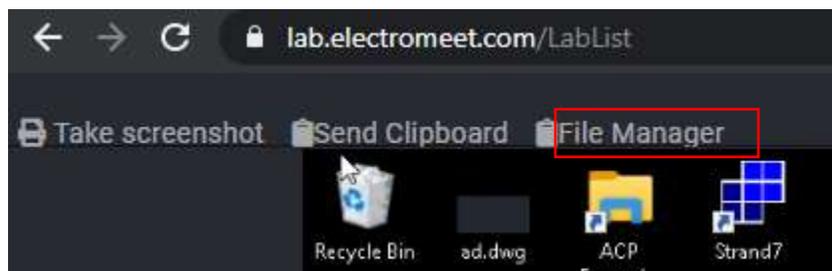
Download and upload files from a Lab

To download files to or upload files from the Electromeeet remote labs, for the completion of projects and assessments, the “File Manager” function is provided once a scheduled lab is active.

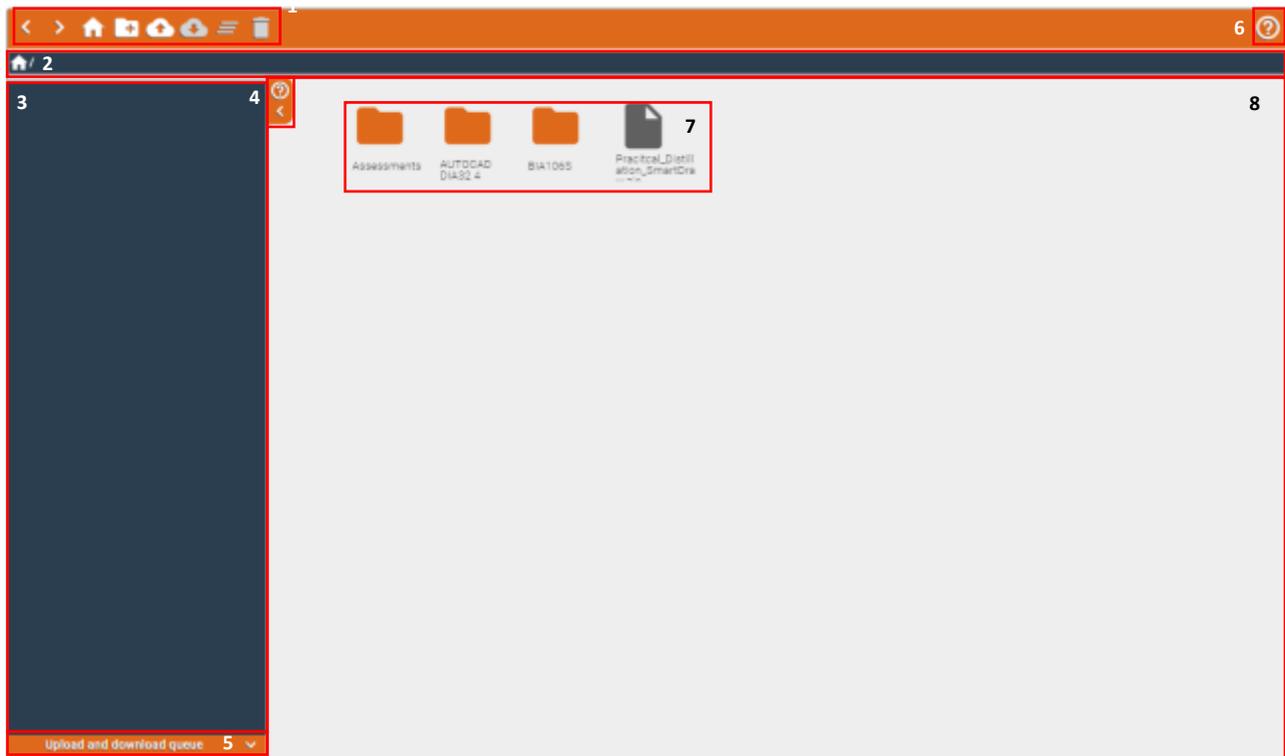
It is available from the Book and Access Labs menu:



Or from the link in the menu bar at the top of the window once connected to a lab:



Clicking the corresponding button opens a new dialog frame with the file manager:



Navigation

The components of the file manager correspond with the number in the above image:

1. File transfer menu buttons, from left-to-right:
 - Backwards button; navigate backwards through the previous directories
 - Forwards button; navigate forwards through the previous directories
 - Home button; navigate to the highest-level student file transfer directory
 - Create new folder button; create a new empty folder in the current directory
 - Upload button; select and upload files from your computer to the current directory
 - Download button; download selected files or folders (zip) from the lab to your computer
 - Clear selection button; de-select and selected
 - Delete button; delete selected files or folders from the lab
2. File path with home as the top student file transfer directory; shortcut on the lab desktop
3. Quick-access help-tab
4. Expand or collapse help-tab
5. Upload or download file queue
6. Link to downloadable instructions
7. Files and folders in the current directory
8. The window displaying files and folders in the current directory

Note: If the file manager window keeps on loading and no files and folders appear, try clicking on the home button to make them load:



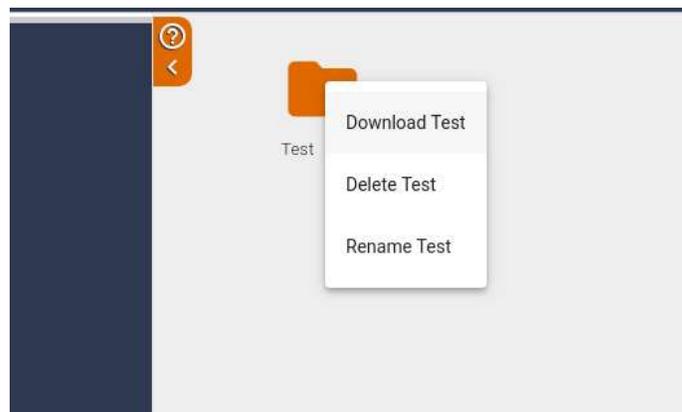
Functionality

You will only be able to directly transfer files or folders from an external computer to the student file transfer directory on a lab; once it is in this directory, you may then transfer it elsewhere on the lab (i.e. the desktop) if required but this is not advised.

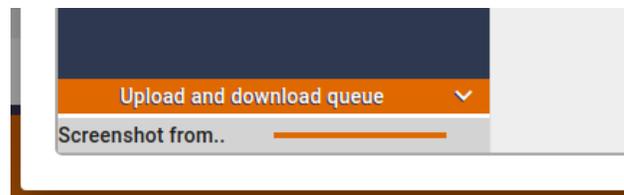
Folders and files selectable with a single click. Click outside the selection to de-select or click the clear-selection button. Select multiple files or folders by holding ctrl and clicking each in the current directory. Double-click a folder to open it and change the file path. The file path is also clickable for navigation through the directories.

To close the File Manager, click outside of the file manager dialog frame.

You can also delete, download or rename files and folders by right clicking on them and selecting the corresponding option:



While uploading or downloading files, you will be able to see the progress indicator in the bottom left corner of the frame:

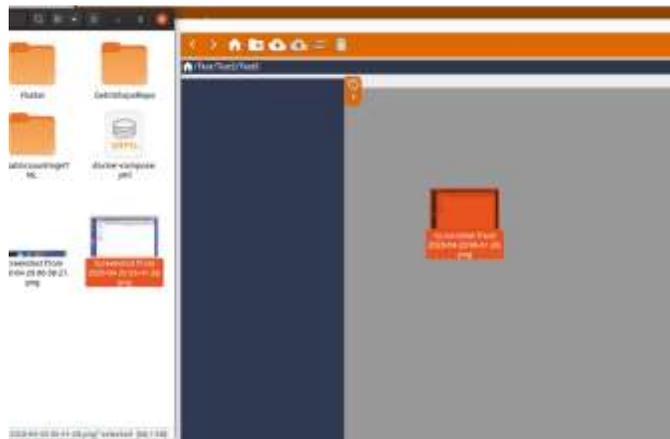


Using the tool bar, you can go navigate back and forth in your directory access history using the left and right arrows. You may also jump into any folder above the current one by clicking on its name in the file path:

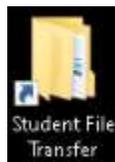


The grey icons are only activated once a file or folder is selected.

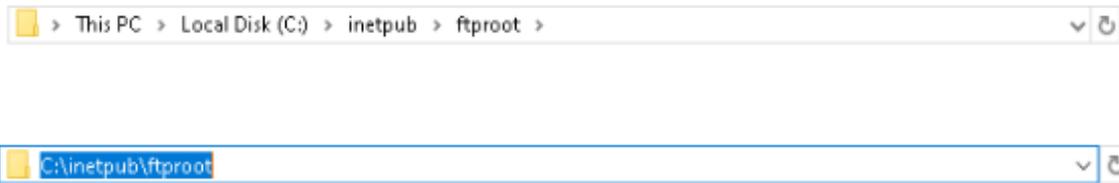
The File Manager also supports drag and drop for uploads; simply drag a folder from your computer into the window showing the contents of the current directory to begin the upload:



The home student file transfer directory and all sub directories, folders, and files may be accessed on a lab using a shortcut found on the desktop:



From an external software package, to select a file within, you may navigate to the corresponding file path by opening the Student File Transfer shortcut on the desktop; then copy the file path of this directory for opening the files required for you assessment or project in other software:



You are required to clean up any files added to the labs upon completion. Not doing this could result in **a plagiarism strike**; or back them up locally on their computers as EIT cannot guarantee they will remain on the lab for the next session.

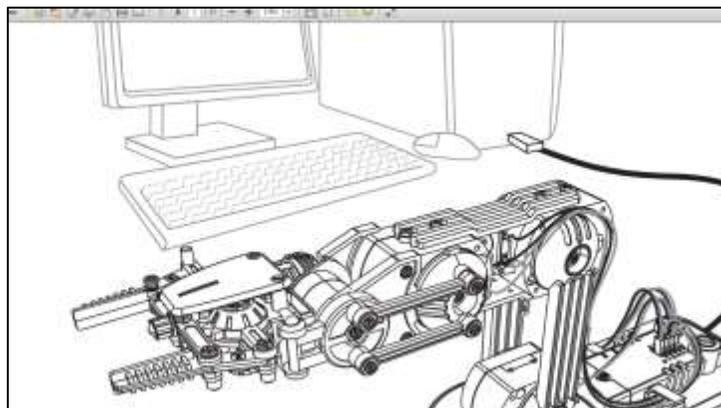
Closing a Remote Lab and Taking Files off the Lab

Once you are finished with a lab, you must complete the following.

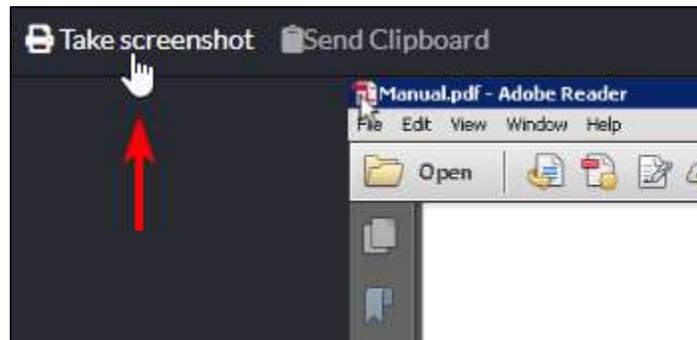
Make sure that you have deleted your project files off of the Lab before exiting.

Not doing this could result in a plagiarism strike – Please do this 10 minutes before your lab time concludes.

1. Open the project file that you have developed in the labs.



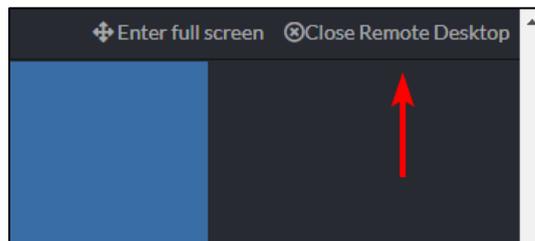
2. Use the top left button of the lab to take a screenshot.



3. A screenshot will automatically download onto your computer. You can use that screenshot on your assessments.



4. Delete your project file (**Not doing this could result in a plagiarism strike**) and close the Remote Lab window.



Support

If you have any further issues with the lab, feel free to contact either your Learning Support Officer (LSO), or contact us via our contact form: <https://lab.electromeet.com/support>.