Azure Lab Services
How to access and use the student portal.

Sheffield Hallam University
Digital Technology Services

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Accessing Azure Lab Service

While every effort has been made to automate as much as possible, we can't always account for closing down labs within the current functionality offered by ALS. Linux VMs in particular will not abide by automated shutdowns.

It is important to close your lab at the end of each session, not doing so will result in your lab being left running – which will eat into your allocated quota.

At the bottom of the lab tile is a toggle. At the end of your session, it will say 'Running' – click it to stop your lab.

RS-123456-HyperV-Lab

1.9 / 10 hour(s) used

Stopped
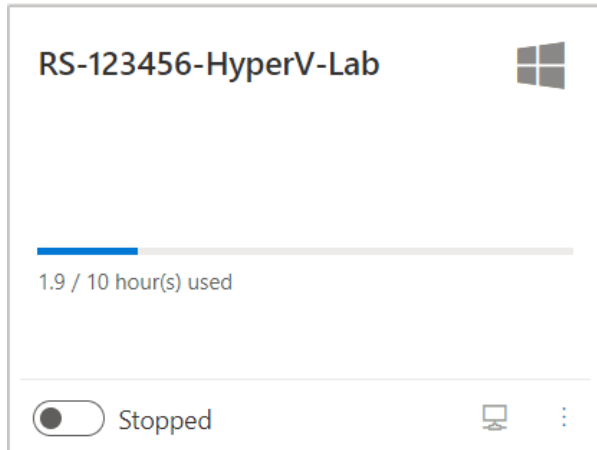
Accessing Azure Lab Service

Student access

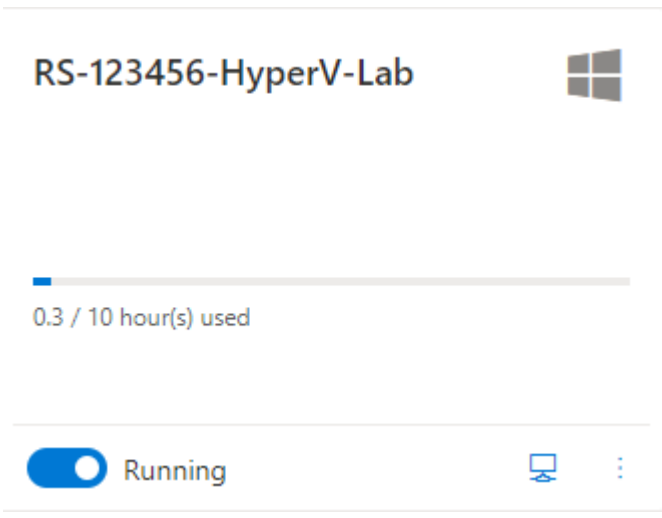### Registering for each Azure Lab

You must register for the lab otherwise you won't have access

1. Access the appropriate Blackboard site for the module
2. Click 'Learning materials'
3. Find the URL and click, this will open the Azure lab in a new browser window.
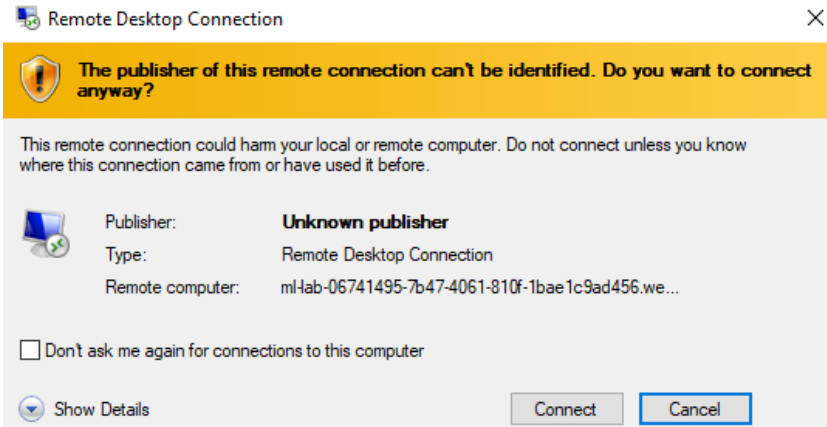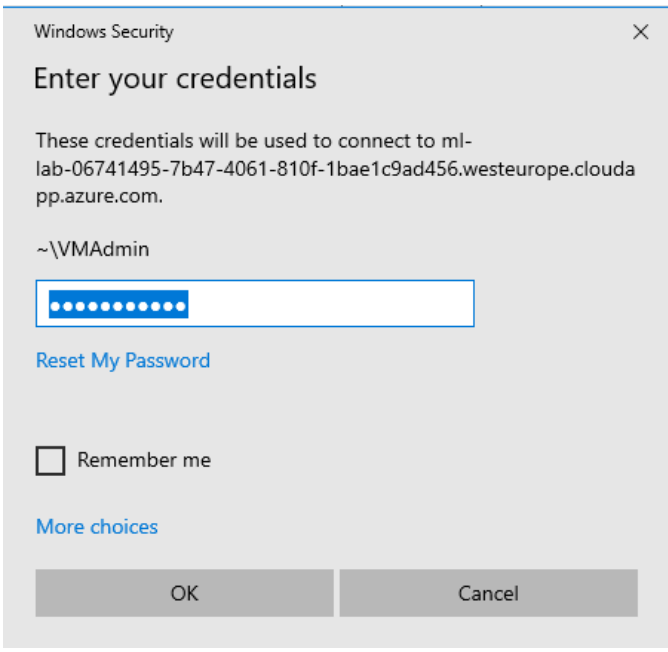4. Follow the on-screen instructions to complete the registration process.

If you have access to multiple labs you will need to register for each individually.
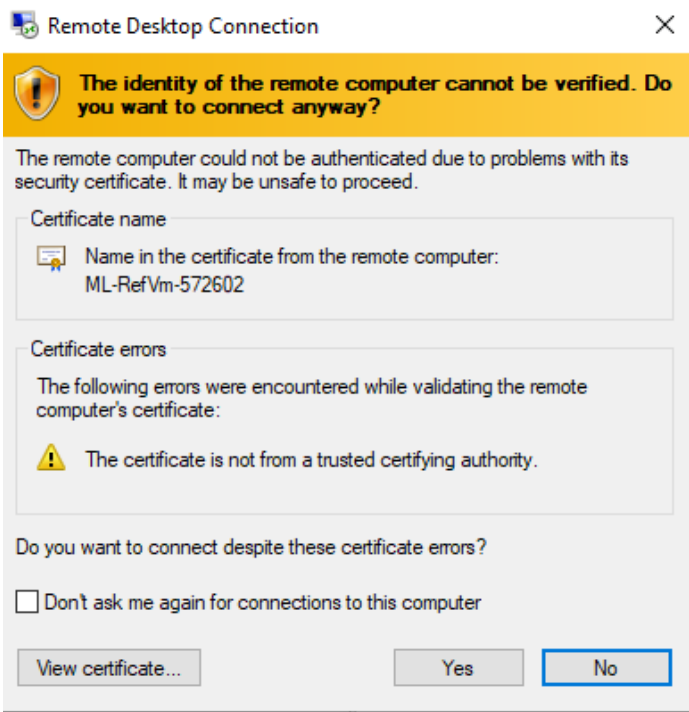
If you have problems, please talk to your tutor.

Accessing the student portal

Step	Description
1	Visit labs.azure.com
2	Click 'Sign in' at the top right-hand corner of the page.
3	Use the username@hallam.shu.ac.uk to sign in, with the normal SHU network password.
4	The portal will be displayed, with each lab that you have access to shown as a different tile. RS-123456-HyperV-Lab 0.3 / 10 hour(s) used Running This tile shows the name of the lab, the operating system of the virtual machines and the remaining quota.
5	If the machine is not running, use the blue switch at the bottom left to start it. This might take a few minutes.
6	To connect to the lab, click the icon at the bottom right.
7	A file save dialog will be displayed. This starts the download of the RDP connection file.
8	When the file has downloaded, open it.

9	Click 'Connect'
10	The login box will be displayed – enter the credentials provided by your course tutor on the blackboard site and click 'OK'.
11	The following message will be displayed. (continued on next page)

It is safe to accept this message and press 'Yes'

12	A box will be shown with the message 'Initiating Remote Connection' – this will then progress and take you into the remote desktop session.
13	When you are finished with the remote desktop, rather than using the cross at the top of the screen, log out of the machine by accessing the start menu, clicking the profile button and pressing 'Sign Out'.