INSTRUCTIONS ON

HOW TO ACCESS THE T2020 VIRTUAL MACHINES

These instructions must be followed by students who have never accessed the T2020 virtual machines (VM).

1) CLIENT INSTALLATION

In order to access the VM, you must first install the **VMWARE HORIZON CLIENT**, according to the following instructions (if you already installed the client, skip this step):

- Please access the web site:

  https://vlab.vdi.ict.unipd.it

- Click **Install VMware Horizon Client**;

- A new web page opens: please click **Go to Downloads** to open the download page for your operating system;

- Select the latest version (this is the default choice) and click **Download** to begin the client download;

- When the download process finishes, please install the **VMware Horizon client** (this process is platform dependent: if asked, please accept default values to finish the installation process);

- If you are prompted to restart your system, please do it now.

2) BOOKING THE VIRTUAL MACHINES

When you need to access/use a virtual machine (for example for your first access, or when you want to use the VM for your homeworks/projects), you must first book your slot/slots in the VM booking system. This procedure is NOT required when you use the VM during a lecture with your professors (in this case professors book the VM for all the students attending their lecture). The instructions to book your slot/slots are:

1. Connect to the following website: https://vlabbooking.vdi.ict.unipd.it (if "CTRL+clic" doesn't work, copy/paste the link in your browser); afterwards, fill in the **User name** field with your institutional email address (@unipd or @studenti.unipd.it) and fill in the **Password** field with your email password and then click **Login**.

2. Click on **Prenotazioni** in the vertical sidebar menu on the left.
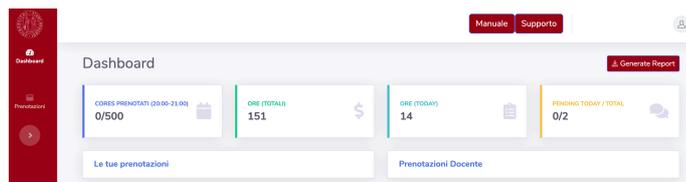
3. Then, click on **Prenota** in the new webpage.

4. Select the date/time in which you want to book a VM. Click on the corresponding green circle to make a reservation. Each booking lasts half of one hour.
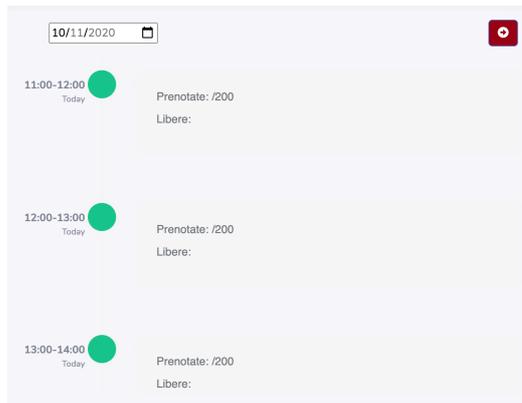
5. Confirm your selection.
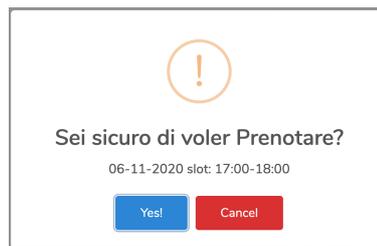
6. After that you confirm your choice, your booking is highlighted with a red circle.
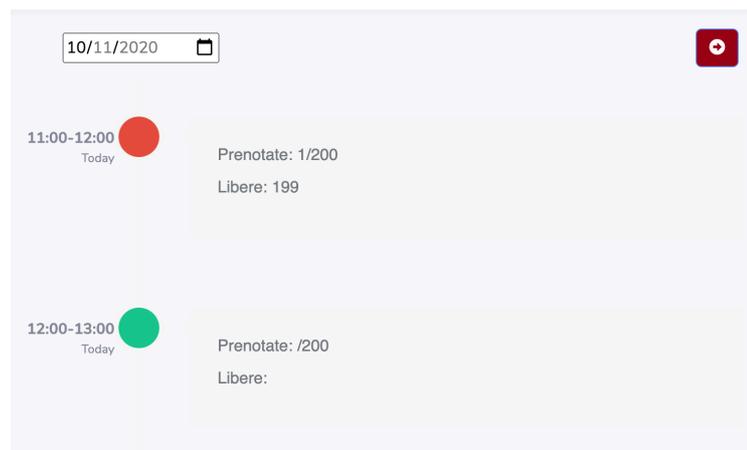
7. If you don't need to use anymore a previously booked VM, remember to cancel your booking! To cancel your booking, click on the red circle related to your booking, then confirm your cancellation.

Sei sicuro di voler Cancellare?

Vuoi cancellare la prenotazione?

Yes, delete it!   Cancel

3) FIRST ACCESS TO THE VIRTUAL MACHINES (if you already accessed the VM previously, please skip this step)

After the client is installed in your pc and you have booked your slot/slots, you are ready to access the virtual machines.

There are two methods to access to the virtual machines: the Horizon Client access mode and the HTML access mode. Horizon Client mode is the recommended one. In case the **Horizon Client** is used, a specific procedure must be followed only during the first access, namely:

- Start **VMware Horizon Client**;

- Click **New Server** (or double-click **Add Server**);

- Enter the name of the connection server *vlab.vdi.ict.unipd.it* then click **Connect**;

- Fill in the **User name** field with your institutional email address (@unipd or @studenti.unipd.it) and fill in the **Password** field with your email password and then click **Login**;

- Double click **DII_TEACHERNAME_COURSEACRONYM** to access one of the available virtual machines;

- A message appears, asking whether you want to allow the drive sharing. By clicking on "Allow", you have access to a folder "Z", useful to share files between the VM and your own computer

- A Windows virtual remote desktop appears: now you can start using the software required for your lab!

- When you are finished, please shutdown (or restart) the virtual machine.

- Please note that your personal data (e.g. desktop saved documents or other data saved in your user profile) will not be deleted; you can use up to 10 GB. You will find them next time you make another connection to the virtual machine. Additionally, you can exchange files between the VM and your own pc: either

a) by a single "drag&drop" between the two windows, or b) using the Z folder available under the icon "This pc" in the VM desktop.

4) REGULAR ACCESS TO THE VIRTUAL MACHINES

If you need to access/use a virtual machine (for example to work on your homeworks/projects), first you must book your slot/slots in the VM booking system, according to the instructions presented above under the section **2) BOOKING THE VIRTUAL MACHINES**.

Afterwards, you can access the VM, either through the Horizon Client access mode or through the HTML access mode; the instructions to access the VM are as follows:

HORIZON CLIENT ACCESS MODE (valid for any access, except the first one)

- Start **VMware Horizon Client**;

- Double-click *vlab.vdi.ict.unipd.it*;

- The **User name** field is already filled: fill in the **Password** field with your email password and then click **Login**;

- Double click **DII_TEACHERNAME_COURSEACRONYM** to access to an available virtual machine.

HTML ACCESS MODE

- Please access the web site:

  https://vlab.vdi.ict.unipd.it

- Click **VMware Horizon HTML Access**;

- Fill in the **User name** field with your institutional email address (@unipd or @studenti.unipd.it) and fill in the **Password** field with your email password.

- Click **DII_TEACHERNAME_COURSEACRONYM** to access to one of the available virtual machines.

NOTICE: If you experience poor performance (excessive lag, refresh issues, etc.) when using HTML access mode, please use the Horizon Client access mode.

For technical issues, email to vlab.dii@unipd.it