

Accessing SAS[®] Software Using the Hands-On Lab Reservation System

To practice what you learn in the course, you can access the SAS software and the course data through the SAS Hands-On Lab. The SAS Hands-on Lab is hosted on a secure cloud services environment, and will be accessed through the Learn SAS platform. You will use the Hands-On Lab Reservation System (HLRS) to create reservations of time to use the SAS Hands-On Lab.

DOCUMENTATION

Please read this document thoroughly, as many commonly asked questions are addressed here. Once you have read through the documentation, and are comfortable with the concepts presented, please select the checkbox, certifying that you have read the documentation and **Submit** the form.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.


Hands-On Lab Reservation System

When you are planning your study time, keep in mind that the virtual lab takes 30-45 minutes to start


Documentation

Before you can access the hands-on lab, please read and acknowledge that you have read the documentation.

The **Documentation** icon will always be available in the HLRS, so you can refer to this document whenever you wish.

KEY CONCEPTS

When using the HLRS, you will be accessing a remote server hosted in the cloud. The software on this server is loaded via a server image. The first reservation you make will be made with the course base image – this has all the software and data you will need to complete the course practices. When you are finished using the Hands-On Lab, you have the option of saving or discarding your work. If you save your work, you will be given the ability to create a reservation with a saved image in subsequent visits to your course.

Each course which uses the HLRS is set up to allot a set amount of lab time to each student in class. The HLRS setup also specifies which image you will be accessing and how long to delay the start up time, based on how long the SAS services need. This delay is necessary for the SAS software to work properly. Your allotted course lab time is not reduced during this necessary start up time. It is also not reduced

while the server is shutting down and your image is being saved. Your lab time will be reduced by the minute once the Hands-On Lab access information is available to you. You will receive an email reminder that your Hands-On Lab is ready, in addition to a notification in the course, if you happen to be looking at a page in the course.

Once you have your access information, you will be able to access your lab through your web browser. You do not need any additional software to access the SAS Hands-On Lab. Once you are finished using the lab, it is important that you close the browser tab in which your lab opened and end your reservation in the HLRS. You can simply end the reservation or end the reservation and save your work. If you do not end your reservation manually the system will end your reservation and save your work when your lab duration is complete. This could result in the server shutting down while you are working, so please be mindful of your reservation time. You will get an email warning that this automated procedure will occur.

Each course which uses the HLRS allows for one saved image. When you save your work, the old image will be deleted, and the new image will take its place. Unused images will remain in the system for 8 days. You will receive an email after 6 days of inactivity telling you that your image will be deleted. Instructions for saving the unused image will be included in the email. This email will come from repliesdisabled@sas.com and will have a subject of "Inactive Image".

MAKING A RESERVATION

To make a SAS Hands-On Lab reservation, simply select the duration of time you need to use the lab and the type of server image you would like to use. You can choose either the course base image or an image you have saved in a previous lab session.

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Hands-On Lab Reservation System

When you are planning your study time, keep in mind that the virtual lab takes 30-45 minutes to start

Time Allotted: 20 hours Time Remaining: 20 hours 0 minutes

[Reserve Now](#) | [Reserve Later](#)

Reservation Duration

Image

[Make Reservation](#)

Resources



Documentation



Exercise Files



Technical Support

Once you select the **Make Reservation** button, a confirmation message will appear in the HLRS.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.



Hands-On Lab Reservation System

Your reservation has been made successfully. The access information for your Virtual Lab will appear here when the machine is powered on and ready.

Resources



Documentation



Technical Support

The message will change a few times as the information refreshes.

Once the service start up delay has passed, you will see the browser notification if you are still in the course, and you will also receive a notification email.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.



Hands-On Lab Reservation System

[Launch](#)

If you are having issues with the link above, please try the alternate gateway.

SAS VIRTUAL LAB

Confirm

Username:  azureuse010029
Password: L935186w
[Reset Your Password](#)

Resources



Documentation



Technical Support

If needed, close the notification. You will see the link to launch your SAS Hands-On Lab.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.



Hands-On Lab Reservation System

[Launch](#)

If you are having issues with the link above, please try the alternate gateway.

[End Reservation](#)
[End Reservation and Save](#)

Username:  azureuse010028
Password: L775988w
[Reset Your Password](#)

Resources



Documentation



Technical Support

If you would prefer to schedule your lab's start time, you can do so by selecting the **Reserve Later** option in the HLRS form.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.



Hands-On Lab Reservation System

When you are planning your study time, keep in mind that the virtual lab takes 30-45 minutes to start

Time Allotted: 20 hours Time Remaining: 20 hours 0 minutes

[Reserve Now](#) | [Reserve Later](#)

Start Date

Start Time

Time Zone
 Default=America/New_York

Reservation Duration Image

Resources



Documentation



Exercise Files



Technical Support

From here, you can select a start date and time, as well as the time zone in which you want the reservation to start.

NOTE: The timezone will default to America/New York

NOTE: The scheduled start time needs to be at least one hour in the future.

As before, select the duration of time you wish to use the Hands-On Lab and the type of image you would like to load into the lab. Select the Make Reservation button to schedule your reservation.

The hands-on lab is preconfigured to support this course and will not support hands-on practice for all your enrolled courses.



Hands-On Lab Reservation System

Your reservation has been made successfully. The access information for your Virtual Lab will appear here when the machine is powered on and ready.

Your reservation will start at ██████████

[Cancel Reservation](#)

The next time you access the course, the view will change. In both cases, you will have the opportunity to cancel the reservation before it begins.

NOTE: Scheduled reservations begin the server startup process prior to the scheduled reservation time, therefore, your Hands-On Lab should be available at the requested time. You will not be able to cancel the reservation once the server start up process has begun.

ENDING YOUR RESERVATION

When you have completed your lab work, perform the following steps:

1. Close the browser tab that was opened when launching the SAS Hands-On Lab.
2. Return to the course and select one of the following:
 - a. End Reservation – Simply ends your Hands-On Lab reservation and shuts down your server. Your work will be discarded.
 - b. End Reservation and Save – Ends your Hands-On Lab reservation, shuts down your server and saves your work.

Both options calculate the actual duration of your SAS Hands-On Lab reservation and deduct that time from your allotted lab time.

TIPS AND TRICKS

1. Follow the information given in your course regarding the software login and setup instructions. This information is not provided by the HLRS.
2. Schedule a longer reservation than you think you might need, and when finished, select **End Reservation** or **End Reservation and Save**. This will allow you greater control over when your Hands-On Lab session is terminated.
3. If you are having trouble making a reservation, ending a reservation, or accessing your Hands-On Lab server, please use the **Technical Support** link in the HLRS.
4. If you have questions about using the SAS software, please use the support instructions in your course.
5. Saving your Hands-On Lab image can take up to 15 minutes. Do not make another reservation in the course during this time.
6. You might want to increase or decrease the Zoom setting for your Chrome browser when working in a Hands-on lab session. To do so, click the vertical ellipsis (**Customize and control Google Chrome**) in the upper right corner and increase or decrease the percentage next to **Zoom**. To manually adjust the settings, use the Ctrl key in combination with the plus or minus key to increase or decrease the page magnification.

REQUEST AN ACCOMMODATION

SAS is committed to providing educational products and services that meet the need of our diverse users, including users with disabilities. If you encounter barriers with the e-learning content, or need to request an accommodation, please contact eLearn@sas.com.