



Scheduling a Lab Reservation - Student

Document Version: **2011-02-11**

Copyright © 2011, Network Development Group, Inc.
www.netdevgroup.com

NETLAB Academy Edition, NETLAB Professional Edition, and NETLAB+ are registered trademarks of Network Development Group, Inc.

VMware is a registered trademark of VMware, Inc. Cisco, IOS, Cisco IOS, Networking Academy, CCNA, and CNP are registered trademarks of Cisco Systems, Inc.

Welcome

Welcome to the NDG NETLAB+ VMware IT Academy Evaluation System. Thank you for your interest. If you have any problems, feel free to email support@netdevgroup.com. Your feedback is also greatly appreciated.

1 Scheduling a Lab Session as a Student

The NDG NETLAB+ VMware IT Academy Evaluation System can be found by navigating to <http://netlab.netdevgroup.com> with your web browser.

1. Login using the username and password provided to you.

Username

Password

Login

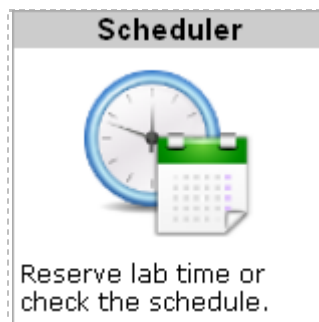
[Forgot Password?](#)

NETLAB Professional Edition[®] provides remote access to lab equipment and curriculum.

Personal firewall software can interfere with this application. If you experience login or port test failures, please disable your firewall software to determine if this is causing the problem.

Browser security settings can interfere with required features. It is recommended that you add the IP address (or host name) of this site to your browser's trusted site list. This application uses **Java™**, JavaScript, Cookies, Popup Windows, and IFRAMES. Please adjust your browser settings accordingly.

2. Enter a new password and confirm it when prompted. (This step only occurs during your first login.)
3. Select your Timezone.
4. You may enter an email address or leave the field blank.
5. Select **"Scheduler."**



6. You will be prompted to Select a Class. Choose the VMware ICM Evaluation class.
7. On the Scheduling Options page, choose **"Reserve lab time for yourself"** and click **OK**.

Reserve lab time for **yourself**
 Reserve lab time for your **team**

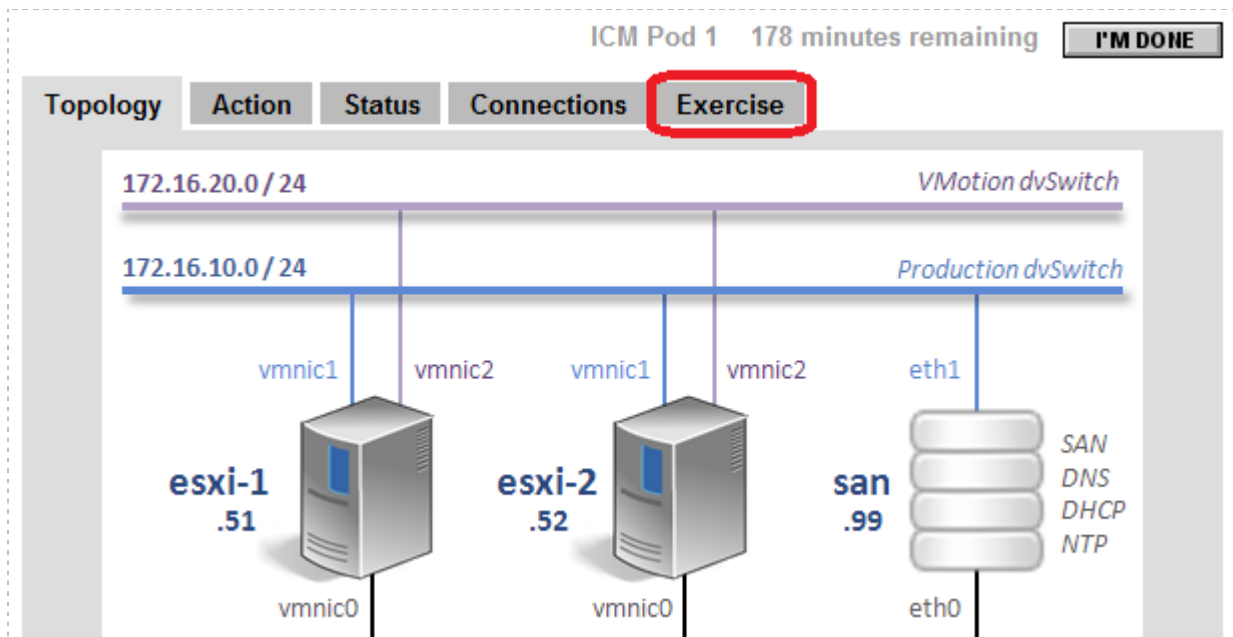
- Choose the first exercise, “**Lab 0 – Installing ESXi.**”

Important: The labs must be completed in order.

- Select an available time slot by clicking on the “+” next to the desired start time.
- You can adjust your end time, up to 4 hours, via the End Time Dropdown box.
- Click on “**Confirm Reservation.**”
- Click on “**I’m Done.**”
- In the Lab Reservation window, the session you created is now visible. You can now click on the “**Enter Lab**” button. (If the Enter Lab button is not visible, the reservation has been made for some time in the future.)
- To view the lab instructions, click on the “**Show Lab Content**” button at the bottom of the Topology tab.

2 Changing the Lab Exercise

- Click the Exercise tab at the top of the main interface window.



- You can now select the next lab exercise and click “**Change Exercise.**”
Remember, the labs must be completed in order.