Access BIIGLE on the BIIGLE laptop

1. Power up the BIIGLE laptop.

2. Log in as user BIIGLE with password `biigle`.

3. Double click the icon named BIIGLE on the desktop. This will open BIIGLE in the Firefox browser.

Access BIIGLE on another computer

To access BIIGLE on another computer you have to set up a network connection to the BIIGLE laptop. This requires the following one-time setup:

1. Power up the BIIGLE laptop.

2. Log in as user BIIGLE with password `biigle`.

3. Connect the BIIGLE laptop to the network. This can be done via LAN cable or WiFi.

   - LAN: Plug in the network cable.

   - WiFi: Open the networking menu in the upper right title bar (⬆⬇ or ▽), click on the WiFi network to connect to and enter the network credentials in the popup window.

4. Find out the BIIGLE network address. Once the BIIGLE laptop is connected to the network, the address is displayed on the desktop. Example address: `http://192.168.100.1/`.

To access BIIGLE on another computer, leave the BIIGLE laptop up and running. The other computer needs to be connected to the same network than the BIIGLE laptop. On the other computer, open a browser such as Firefox or Chrome and enter the BIIGLE network address. This will bring up the BIIGLE login screen.

Reset the password of a BIIGLE user

As BIIGLE on the laptop is in offline mode, password resets can only be performed by BIIGLE administrators.

1. Log in to BIIGLE as an andministrator.

2. Open the menu (≡) and click on **Admin area**.

3. Go to the **Users** page and click on the ✎ button next to the user name.

4. Enter the new user credentials and click **Save**.

Create a new volume with images on the BIIGLE laptop

The BIIGLE laptop has 1 TB of storage capacity for images. Images can be transferred from an external USB drive to the BIIGLE laptop as follows:

1. Log in as user BIIGLE with password `biigle`.

2. Open the `images-local` directory on the desktop.

3. Plug in the USB drive. A second window will appear that shows the contents of the USB drive.

4. Copy the image directories from the USB drive to the `images-local` directory.

Now create a new volume:

1. In BIIGLE, click on the "browse" button of the volume URL input. This will open the directory browser of all folders in the `images-local` directory.

2. Choose one for the new volume with a click on the ✔ button.

Do not use the BIIGLE laptop as a backup solution for your images!