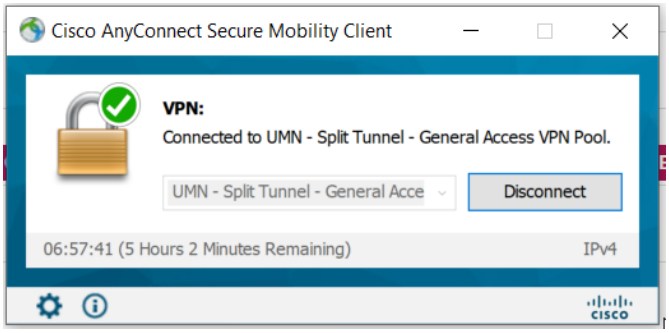
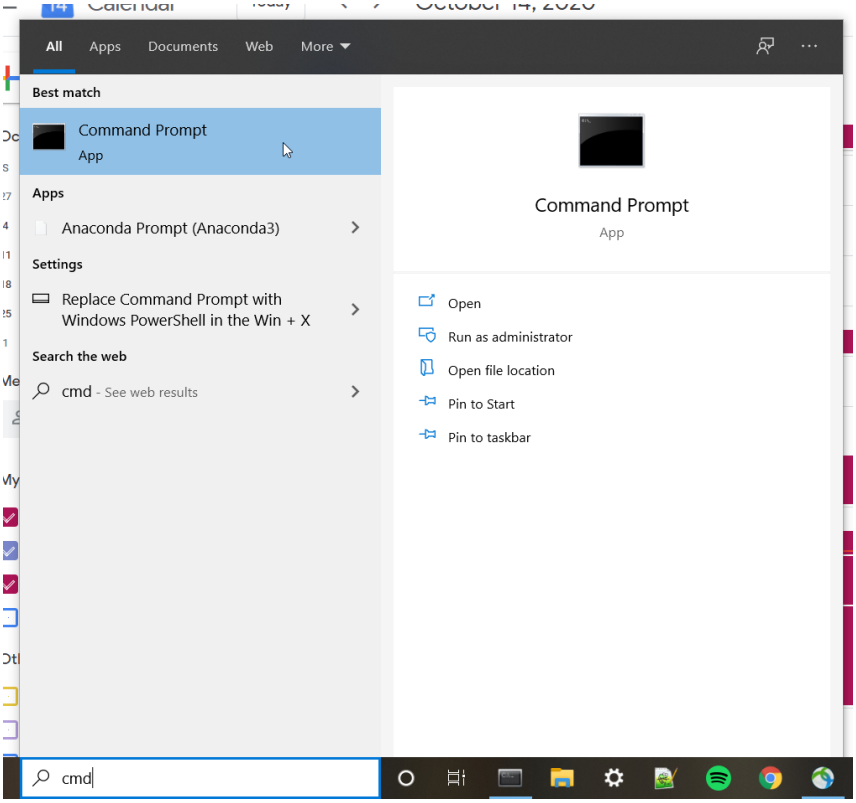
Accessing the Virtual Machine for running the *Employee Departure Prediction* model

1. Make sure you are on the VPN. You can check by looking at Cisco AnyConnect.

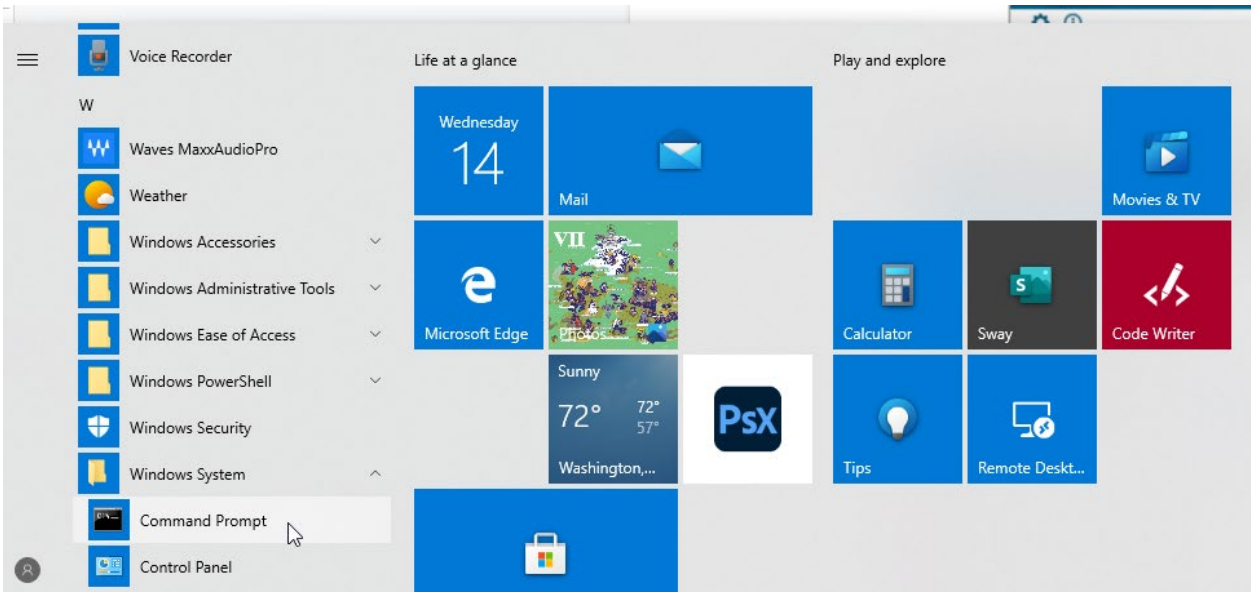


2. Open a cmd prompt window. You can do this a few ways:

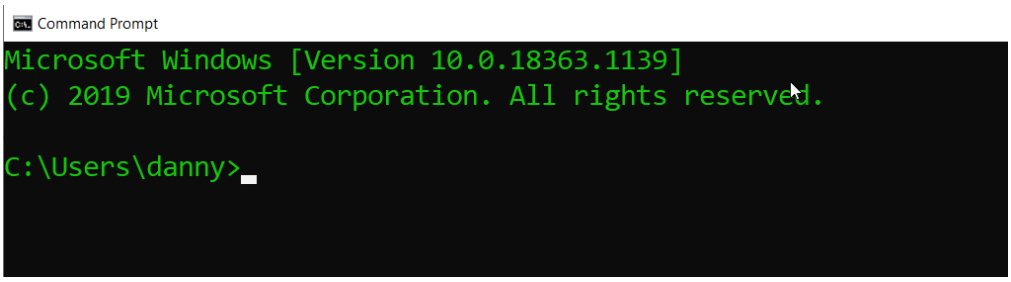
Type “cmd” in the search bar in Windows and select Command Prompt:



Or you can click on the “Windows” icon (on Windows machines), then look for “Windows System”, then click on Command Prompt.



3. Once you have a new command prompt window open, then enter this command into the window:



ssh -N -f -L localhost:8888:localhost:8889 x500@edas-lake

You can paste it by right-clicking next to the “>” symbol in the command prompt window.

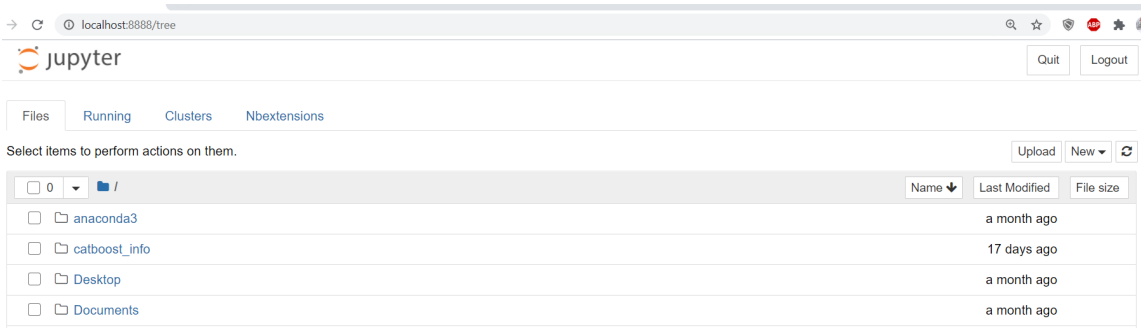
It will then prompt you for your x500 password, so enter your password. You will NOT see what you are typing (unfortunately), so you will have to make sure to type it correctly.

It will then prompt for a Duo two-factor login for authentication; select “1” to get a Duo Push or select “2” to get a Duo phone call (in this example, I selected “1” to get a Duo Push.

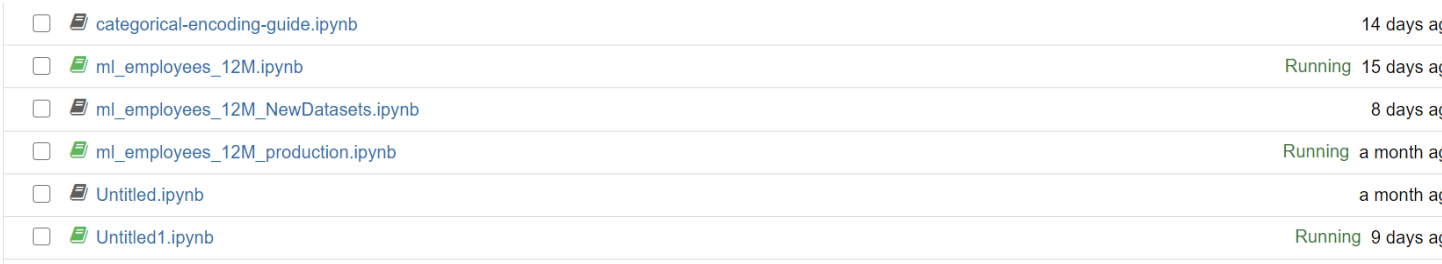
Make sure you check your phone to get the notification. Unfortunately, you will not actually get any notification of success, so you just continue to the next step.

4. Open a new browser window (using Chrome or Firefox), and enter this link, then press "Enter":

It will open a new window, with a Jupyter Notebook which looks like the screenshot below. This is an interactive Python environment that can be used for coding:



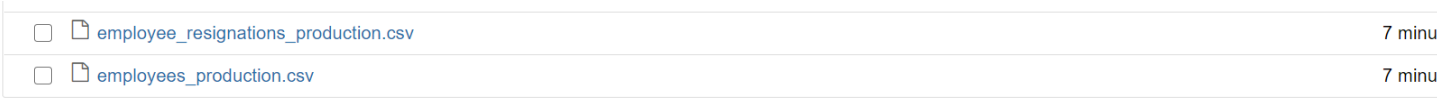
5. Be very careful here! This is a live environment - you can see that there are workbooks are currently running:



6. You can click on the PJC Team folder:

7. And you will see folders for each member of the PJC Scrum team. We can use these folders to save any of the code that is developed.

8. The two data files that can be used in the machine learning pipeline are here:



9. We can set up a separate session for running different versions of the pipeline. Please reach out to Danny Moncada with any questions.