# **IT\Admins: Set Up Lab Account**

The first step that needs to be completed by your school’s IT\Admins, is to set up a Lab Account within your Azure subscription. A Lab Account is a container for your classroom labs and only takes a few minutes to set up.

Before creating a Lab Account, you should consider the following questions:

1. **Do I have access to an Azure subscription?**

To create a Lab Account, you will need access to an Azure subscription that is configured for your school; your school may have one or more subscriptions. A subscription is used to manage billing and security for all your Azure resources\services that are used within it, including Lab Accounts. If you don’t have a subscription, you should contact your account specialist to help with setting this up.

1. **How many Lab Accounts need to be created?**

To get started quickly, a reasonable approach is to create a single Lab Account and then later create additional Lab Accounts as-needed. For example, you may eventually evolve to having one Lab Account per department.

1. **Who should be Owners and Contributors of the Lab Account?**

Your IT\Admins are typically the Owners\Contributors for a Lab Account since they are responsible for managing the policies that apply to all the labs contained within the Lab Account. The person that creates the Lab Account is automatically an Owner. You can add additional Owners\Contributors (typically from the AAD tenant associated with your subscription) to help manage a Lab Account by assigning either the Owner\Contributor role at the Lab Account level.

1. **Who will be allowed to create\manage labs?**

You may choose to have your IT department and\or faculty members create and manage labs; these users (typically from the AAD tenant associated with your subscription) are assigned to the Lab Creator role within the Lab Account.

1. **Do you want to give Lab Creators the ability to save images that can be shared across labs?**

A Shared Image Gallery is a repository that you can use for saving and sharing images. The benefit of this is that if you have several classes that need the same images, you can create the image once and share it across those class’s labs. However, to get started, it’s perfectly reasonable to start without a Shared Image Gallery; and, you can always choose to add one later.

If you answered ‘Yes’ to this question, then you will need to create and\or attach a Shared Image Gallery to your Lab Account. If you answered, ‘I don’t know’, then you can postpone this decision until later.

1. **Which images in the Azure Marketplace will your classroom labs use?**

The Azure Marketplace provides hundreds of images that you can enable so that Lab Owners can use the image for creating their lab. Some images may include everything that a lab already needs. In other cases, you may use an image as a starting point and then the Lab Creator may customize it by installing additional applications, tools, etc.

If you don’t know which images you will need to use, you can always come back to this later to enable them. Also, the best way to see which images are available is to first create a Lab Account – this will give you access so that you can review the list of available images and their contents. More information is provided below.

1. **Do the lab VMs need to have access to other Azure or on-prem resources?**

When you setup a Lab Account, you also have the option to peer with a virtual network (e.g. VNET). To decide whether you need to peer with a VNET, consider the following questions:

* 1. **Do you need to provide access to a licensing server?**
     + **NOTE:** If you plan to use Azure Marketplace images, the cost of the OS license is bundled into the pricing for Lab Services, so you do \*not\* need provide licenses for the OS itself. However, for using additional software\applications that are installed, you would need to provide a license as appropriate.
  2. **Do the lab VMs need access to other on-prem resources, such as a file share, database, etc.?**
     + **NOTE**: A VNET needs to be created to provide access to on-prem resources, typically using a site-to-site VPN Gateway. If you don’t have a VNET configured, additional time will need to be invested for this. You should contact your account specialist for further questions on how to configure this.
  3. **Do the lab VMs need access to other Azure resources that are located within a VNET?**
     + **NOTE:** If you need access to Azure resources that are \*not\* secured within a VNET, then you can access these resources via the public internet without doing any peering.

If you answered ‘Yes’ to one or more questions, then you will need to peer the Lab Account to a VNET. If you answered, ‘I don’t know”, then you can postpone this decision until later since you can always choose to peer a VNET after creating the Lab Account.

Once you’ve considered the above questions; you are ready to set up a Lab Account. Follow the below steps using the provided links:

1. [**Create a Lab Account**](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/how-to-manage-lab-accounts#create-a-lab-account)
   * **NOTE**: When creating a Lab Account, it may be helpful to familiarize yourself with the Azure resources involved; refer to the following for more information and guidance on creating these resources:
     + [Subscription](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#subscription)
     + [Resource Group](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#resource-group)
     + [Lab Account](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#lab-account)
     + [Classroom Lab](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#classroom-lab)
     + [Selecting a region\location](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#regions-or-locations)
     + [Naming guidance for resources](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#naming)
2. [**Add users to the Lab Creator role**](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/add-lab-creator)
   * **NOTE:** Refer to the [guide on managing identity](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#manage-identity) for more information on the different roles that can be assigned to users that will manage Lab Accounts and classroom labs.
3. [**Connect to a peer VNET**](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/how-to-connect-peer-virtual-network)
   * **NOTE:** 
     + - You may also need to [configure the lab VMs address range](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/how-to-configure-lab-accounts#specify-an-address-range-for-vms-in-the-lab).
4. [**Add or detach a Shared Image Gallery**](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/how-to-attach-detach-shared-image-gallery)
   * **NOTE**:
     + There are additional costs associated with using Shared Image Gallery; refer to the [pricing guide](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#pricing.) for more information.
     + Refer to the [guide on Shared Image Gallery](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/administrator-guide#shared-image-gallery) for more details on the benefits of using it.
5. [**Enable\Review Marketplace images**](https://docs.microsoft.com/en-us/azure/lab-services/classroom-labs/specify-marketplace-images)
   * **NOTE**:
     + To review the contents of each image, click on the image name. For example, refer to the following screenshot which shows the details for the Ubuntu Data Science VM:

