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Introduction

In each lab, you will follow a series of step-by-step instructions designed to help you explore the environment and gather the information you need to successfully complete the deliverables. In each lab, you will perform a number of identical steps, such as opening the virtual lab, creating a Lab Report, and making screen captures. To avoid repeating steps in the lab itself, those common steps have been collected in this file. You may refer to this document at any time during your lab session.

Lab Deliverables

For each lab, you will be required to complete the following deliverables.

Lab Report

You will create a Lab Report file for each lab using a Word Processor such as Microsoft Word. This Lab Report will include screen captures taken at specific steps in the lab. In some labs, you may also be prompted to record specific information or engage in research and writing exercises. This file is intended to document your successful completion of the lab. This file should include deliverables for any Sections assigned by your instructor.

►Note:

You may also be required to include files created by the software in the lab. You will need to use the File Transfer function to download these files to your local computer. Instructions for that function are included later in this document. Any separate files downloaded from the lab should be submitted to your Instructor alongside the Lab Report. You may use an archiving tool on your local computer to combine these files into a .ZIP or .RAR file.

Lab Assessment

Your instructor may also assign an optional Lab Assessment for Section 1 of the lab. There are two types of Lab Assessment - a Worksheet and a multiple-choice Quiz. If assigned, your instructor will provide access to their preferred Lab Assessment.

For some questions, you may need to refer to your Lab Report file to obtain information from the lab. For other questions, you may need to consult a textbook or other authoritative source to obtain more information.

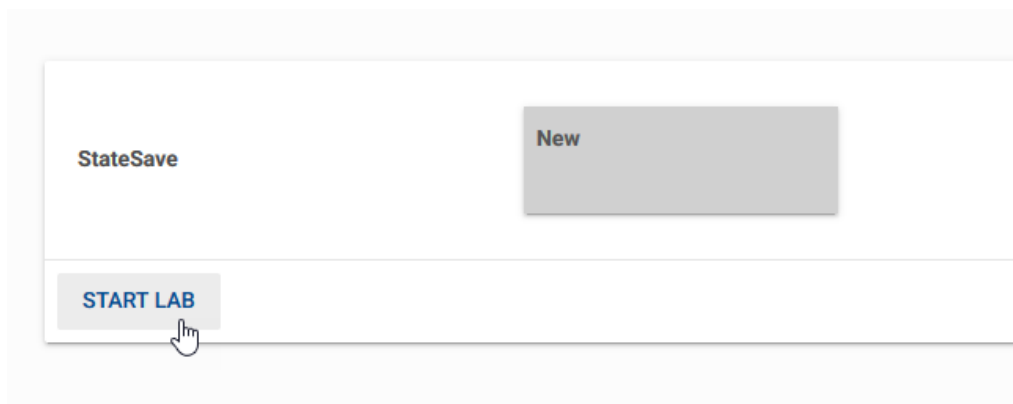
►Note:

Please refer to your instructor for their expectations on how Lab Deliverables should be submitted for grading.

Open a Virtual Lab

Virtual Security Cloud Labs can be launched from a variety of locations. Most users will launch their lab from the Navigate 2 platform on JBLearning.com after redeeming an access code, but other users may launch the lab directly from their institution's LMS.

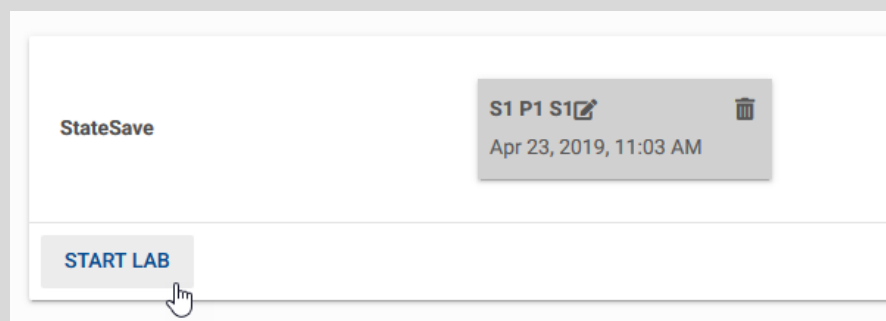
On the Launch Page for a Virtual Security Cloud Lab, **click Start Lab** to begin loading a new lab session. This process may take 1-3 minutes to complete, depending on the complexity of the lab configuration. When your lab is ready, the progress bar will be replaced by an Enter Lab button. **Click the Enter Lab button** to open the Lab View in a new browser window.



Start a virtual lab

►Note:

For returning users that chose to create a StateSave at the end of your previous lab session, your lab will automatically start from the previously established StateSave. If you wish to start a new lab session from the base state, you will need to delete your StateSave before proceeding.



Starting from a StateSave

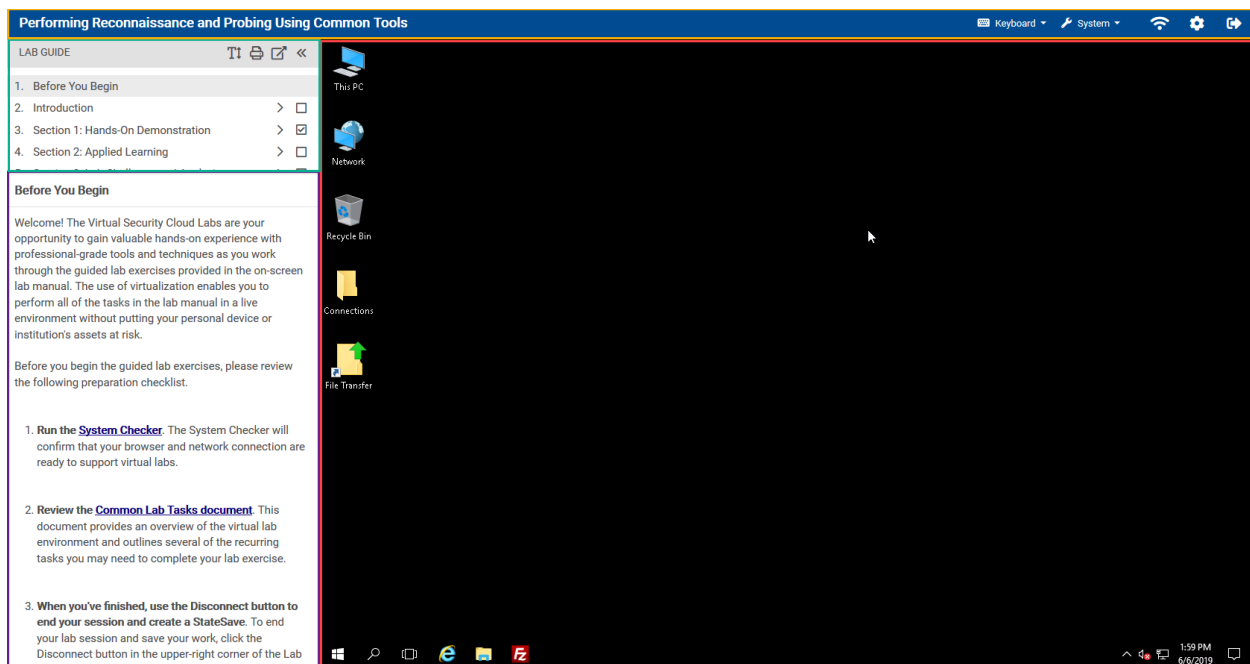
Navigate the Virtual Lab

►Note:

The figures in this document are representative of the virtual lab environment and may not reflect every lab situation. Always follow the steps specified within an individual lab.

The Lab View consists of three elements:

- To the right is the **Virtual Desktop**. In most labs, the default desktop is called the vWorkstation, which includes links to the applications, files, and remote machines that you will use as you perform the step-by-step instructions. In other labs, you may begin on a different virtual machine, which will be specified in a Virtual Machine dropdown menu on the Lab View toolbar.
- To the left is the **Lab Guide**, which contains a **Navigation pane** at the top and a **Content pane** at the bottom.
- The bar at the top is the **Lab View Toolbar**, which contains navigation, system, and keyboard controls for the lab.



Virtual lab environment

Common Lab Tasks



1. In the Lab Guide's Navigation pane, **click each section** to familiarize yourself with the content of the lab before proceeding with the lab steps.
2. To resize the Lab Guide, **click and drag** the **right edge** to the left or right.
3. To resize the Table of Contents portion of the Lab Guide, **click and drag** the **lower edge** of the Table of Contents up or down.
4. To hide the Lab Guide, **click** the **Collapse icon** (two left arrows) on the Lab Guide toolbar.
5. To restore the Lab Guide, **click** the **Restore icon** (two right arrows) on the collapsed Lab Guide.
6. To open the Lab Guide in a separate window, **click** the **Pop Out icon** (the frame with arrow) on the Lab Guide toolbar.
7. To resize the text size, **click** the **Resize Text icon** (the T with the vertical arrows) on the Lab Guide toolbar, then **click** the **Plus** or **Minus sign** to increase or decrease the text size.
8. To download or print the lab guide, **click** the **Print icon** (the printer) on the Lab Guide toolbar. A print-optimized version of the Lab Guide will open in a new browser window. Use your browser's Print option to print the lab guide to a local printer or convert it to a PDF.
9. Progress Tracking check boxes have been provided to help you keep track of your work. At the end of each exercise, **click** the **check box** to mark it as complete. The next check box will appear for the following exercise.

Run the System Checker

Once the Lab View is open, you will need to confirm that your browser and network connection can support optimal lab performance.

To launch the System Checker, **click the Options menu** on the Lab View Toolbar, then select **Run System Checker**. The System Checker will open in a new browser window.

The System Checker will confirm if your browser can support the labs and test your network connection.

- If the System Checker indicates your browser is not supported, it is recommended that you switch to the latest version of Chrome or Firefox. Internet Explorer is not supported.
- If the System Checker indicates that your network connection does not support optimal performance, it is recommended that you use a wired internet connection if one is available, or try a different wireless connection. If you are connected using a VPN, Firewall, or Proxy, it is recommended that you deactivate it before running the lab.

Make a Screen Capture

As you proceed through the lab steps, you may be directed to make screen captures documenting your progress. All screen captures should be pasted into the Lab Report file and submitted to your instructor with your lab deliverables.

To create a screenshot, **click** the **System menu** on the Lab View Toolbar, then **select Take Screenshot**. Your screen capture will automatically download to your computer's Downloads folder.

Reload the Lab

If at any point your connection to the virtual lab stalls, you can reload the lab without losing any of your progress. To reload the lab, **click** the **Options menu** on the Lab View Toolbar and **select Reload Lab**.

Reset the Lab

If at any point you wish to erase your changes and revert the lab back to its base state, you can reset the lab. To reset the lab, **click** the **Options menu** on the Lab View Toolbar and **select Reset Lab**.

Extend the Lab Session

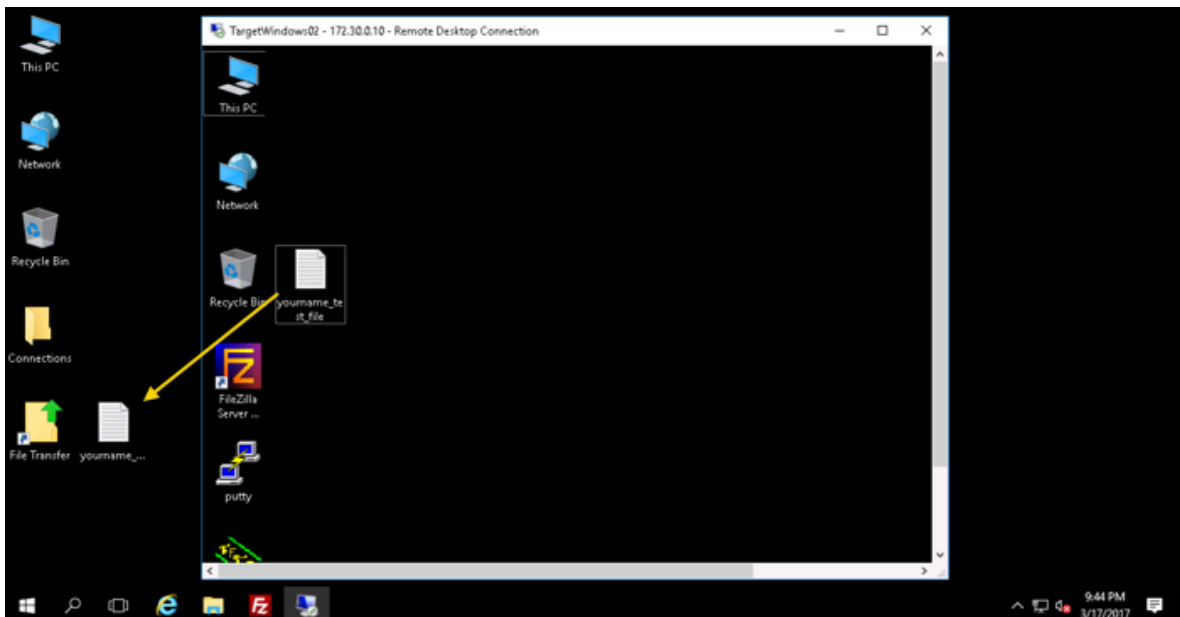
While the lab exercises do not need to be completed in a certain amount of time, each lab session has a built-in timer to ensure sessions are not left open indefinitely. If you find you need more time than the default 2 hours, you can extend your lab session by up to 90 minutes.

To extend your lab session, **click** the **Options menu** on the Lab View toolbar and **select Extend Lab**. In the Extend Lab box, **type** the amount of time you would like to add to your session, then **click Extend**.

Copy Files to the vWorkstation

At times, you may be asked copy files from a remote connection to the vWorkstation.

1. **Click the Restore Down button** on the remote machine's title bar to re-size the remote machine so that both the vWorkstation desktop and the remote machine's desktop are visible.
2. **Right-click the file you want to copy** and **click Copy** from the context menu.
3. On the vWorkstation desktop, **right-click any open area** and **click Paste** from the context menu.



Copy a file from a remote machine

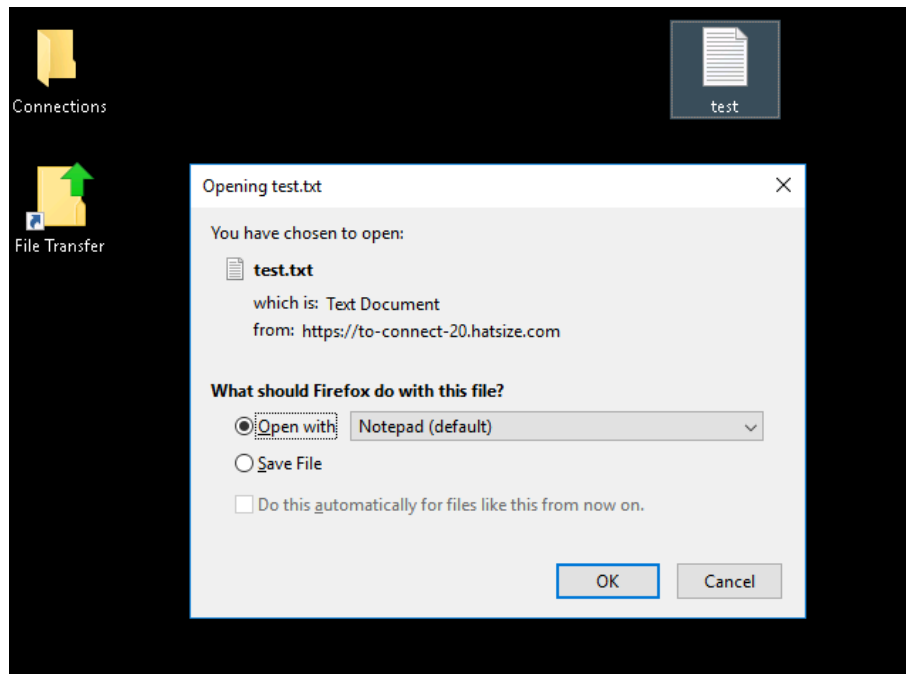
Use the File Transfer

Some labs require you to download files created within the virtual lab to your own local computer to use as deliverables for the lab steps. These virtual labs include a File Transfer folder on the vWorkstation desktop that streamlines this process.

1. On the vWorkstation, **drag** the **file** into the File Transfer folder.

Your browser will open a dialog box prompting you to save or open the file on your local computer.

2. **Click the OK button** to accept the file transfer.



File Transfer

Close the Virtual Lab

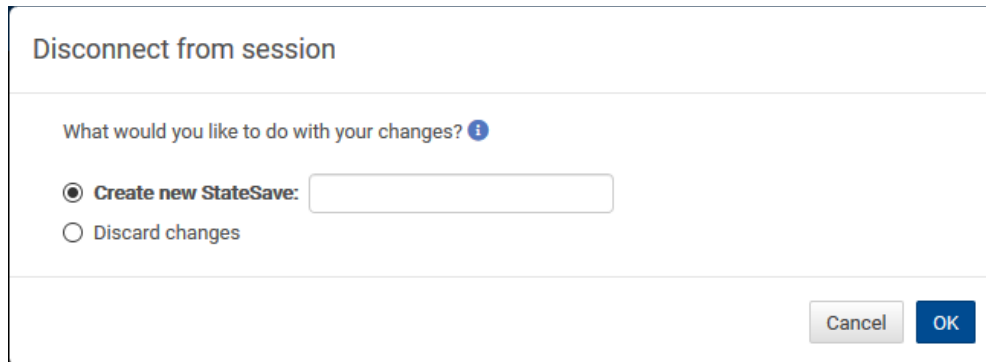
At the end of each lab, **click** the **Disconnect button** in the upper-right corner of the Lab View toolbar.



Disconnect button

You will be prompted to save your work or discard the changes you made during the course of your lab session.

- **Create new StateSave** or **Overwrite StateSave** will enable you to resume a lab where you left off. It will retain any changes you've made to the virtual machines during your lab session.
- **Discard changes** will erase any changes you've made to the virtual machines and require you to start the lab from the base state the next time you open it.



The dialog box is titled "Disconnect from session". Below the title is a question: "What would you like to do with your changes?" followed by an information icon. There are two radio button options: "Create new StateSave:" which is selected and has an adjacent text input field, and "Discard changes". At the bottom right are "Cancel" and "OK" buttons.

Create a StateSave

►Note:

A StateSave will save any changes you have made to the virtual machines during your lab session, but it will not restore open applications. If you intend to create a StateSave, please be sure to end your lab session at a logical stopping point.

By default, users are allocated one StateSave slot per lab, which can be updated or overwritten as many times as the user likes. Each StateSave will remain available for 14 days after the latest save. If a StateSave is not updated after 14 days, it will automatically be deleted.