Stockholms universitet

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Computer access for students during master thesis work at Natgeo

As of autumn 2025, the department of Physical Geography, Natgeo, will provide master students (primarily) access to one on-site computer lab in the T2 corridor (T227), and a Remote Desktop pool for remote work. You need to apply for access separately to these facilities, as needed!

Access to computer resources in T227 (only for on-site use)

The computers in T227 are available for students at department of Physical Geography, mainly at master's level, doing their exam work. Note that the computers in this room are *primarily intended for advanced use* needing special licensed software (GIS, photogrammetry, image analysis etc) or running heavy computations that your home computers cannot deliver.

For writing your thesis and doing simpler tasks, we direct you to your own computers if the lab is getting full. Those in need of advanced software/power have first priority. This is also why not all exam workers automatically get access to this lab facility.

For access to T227, you receive a key card (passerkort) that will give you access to the Geohuset building, T2 corridor, and T227 lab door.

Remote access to RDP computers (only for remote use)

Note that only the RDP computers are available for remote access, NOT the ones in T227! For remote desktop access to computers in our Remote desktop pool, you need to be granted Remote Desktop access. Students at SU normally do NOT have access to services via Remote Desktop, but here we can make an exception. These instructions may change in the future, make sure you are reading the current version.

To connect to the booked computer, you use Remote desktop. The computer address is RD-XX.win.su.se (XX is the number of the computer you booked runs from 01). Log in with your SU user credentials (winadsu\user name). Connecting directly to our computers is possible as long as your connection originates from within Sweden.

Connect to RDP outside of Sweden

If you are abroad, it will require a VPN connection masking your connection as originating from within Sweden (just like accessing another country's streaming services such as Netflix in the US from Sweden etc.). Note that SU does not provide students with VPN services, you must acquire one at your own expense. For more details regarding Remote Desktop and VPN, see appendix 1.

Approval

To gain access to the lab, you will need to send an e-mail to computerlabs.natgeo@su.se, and cc your supervisor. The access group that you will be part of is named NATURGEOGRAFI EXJOBB GEOMATIK. In that e-mail you need to state the following:

- The master course code (GEXXXX), or for other reasons. Please provide motivation
- If you need either access to T227, remote access to RDP pool, or both. Please provide motivation
- Let us know which applications you would like to use. We cannot purchase new software licenses. We

will try to setup open-source applications, but cannot always accommodate your wishes
- If you are handling large and complex data (such as aerial photos, LiDAR data etc.)
- Your supervisors name
- Your SUKAT-id (SU username)
- A date from when you start your work and need access, and the date when you expect to be ready. Without an end date we will not be able to help you! **Send this in well in advance, in order to have access during requested period**.

In need of help?

If you have issues with the computers, software or the room itself, please send an email to the computerlabs.natgeo@su.se. If you are in urgent need, you can call Helle (070-5614434, or even better contact the local SU security according to instructions on the corridor door into T2).

Booking

You are required to book the computers prior to using them, and booking is done via **SuperSaas** (students cannot use TimeEdit for booking). First you need to create an account. Then you can log in to check availability and make bookings. See next page for organization of T227.

The booking system is self-sustained, but the lab manager will monitor the booking situation and also ask you to report by mail if people are not behaving the way they should in the lab!

- https://www.supersaas.com/schedule/NG_booking/NG_exam_workers_lab_T227
- https://www.supersaas.com/schedule/NG_booking/463_Remote_Desktop_pool

We have a limited number of concurrent bookings we can make. So, unless you really need to run longer analyses or work overnight, refrain from making excessive bookings:

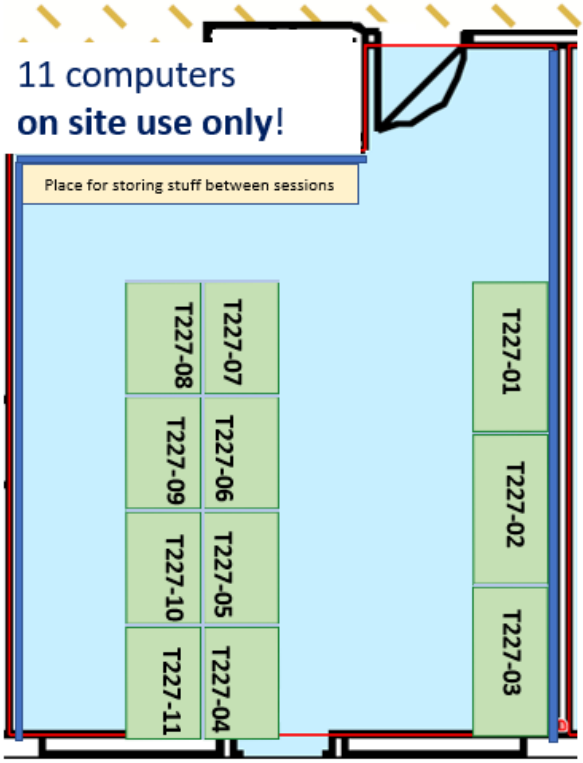
- more than 5 concurrent bookings at a time.
- making any single booking longer than a 2-day period (weekend excluded).

If people make excessive bookings, we will run out of booking slots and no one will be able to make a new booking.

Reed our housekeeping rules below to see what is expected from you as a user.

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T227 master exam worker lab



Book a computer in T227 (create an account):

Remote Desktop pool



Book a RDP computer for distance work (create an account):

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Housekeeping rules

Housekeeping rules for T227

- Only on-site work for these computers – NO remote access is offered!
- Always book a computer in *SuperSaas* for a reasonable time, and only if you will really need it! If you are doing heavy analyses extending over more than one day, please put a sign on the computer keyboard to mark that you are really working although not present at the time.
- If you are not using the computer, ***make sure to cancel your booking in SuperSaas***. The lab has 11 computers, you might be several more to share them! If you have not modified your booking and do not turn up within one hour, someone else can use the computer for the duration of your booking. This includes after your session has ended and you are still logged in!
- Do not settle down permanently, keep the lab tidy and do not leave a lot of stuff. It will be removed. You will be provided with a personal box to store your personal stuff in the bookcase between sessions.
- If you are only writing or researching your work, you might have to do it somewhere else if the lab is heavily used.
- It might get a bit chilly in the lab (be thankful for that!). If you are freezing, bring proper clothing.
- You are intended to work under C:\TEMP\your folder (not in your profile), but you must save your data on Urian and/or a personal external driver. **All data on C:\TEMP might be erased without notice**! Always make sure to back up your files, or even better, work directly on an external hard drive.
- Also ensure that you delete all your data as soon as it is no longer needed. Otherwise, you will clog up the C drive, and slow down the work speed for everyone!
- Do not forget to sign out when you leave the computer. In T227 (only) it is preferable if you shut down the computer. Then there is no doubt about computer being free or not.
- Note that there might be an alarm setting off between 20.00 - 08.00 weekdays and any time during weekend if you are using the lab outside “normal” hours. Ensure that the door is properly closed when you enter/exit – Don’t hold the door open! IF shit happens, call our SU on site security (see contact info outside the T2 corridor) and explain the problem. Stay until they have arrived.

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Housekeeping rules for RDP

- Only remote work for these computers – NO on-site access is offered! It does require some kind of computer in your end with an appropriate client (software) installed.
- Make sure to book a computer in SuperSaas for a reasonable time, and only for the days/hours you will really need it!
- We have a limited number of concurrent bookings we can make. So, unless you really need to run longer analyses or work overnight, refrain from making excessive bookings (see page 2):
- If you are not using the computer as planned, make sure to cancel your booking in SuperSaas. The RDP currently has 11 computers (will probably increase), and you will be several more to share them!
- You are intended to work under C:\TEMP\your folder (not in your profile), but you must save your data on Urian. **All data on C:\TEMP might be erased without notice**!
- Also ensure that you delete all your data as soon as it is no longer needed. Otherwise, you will clog up the C drive, and slow down the work speed for everyone!
- Remember to sign out when you leave the computer. All users are prevented from restarting or shutting the computers down.
- If your computer is down (not responding), send a message to computerlabs.natgeo@su.se.

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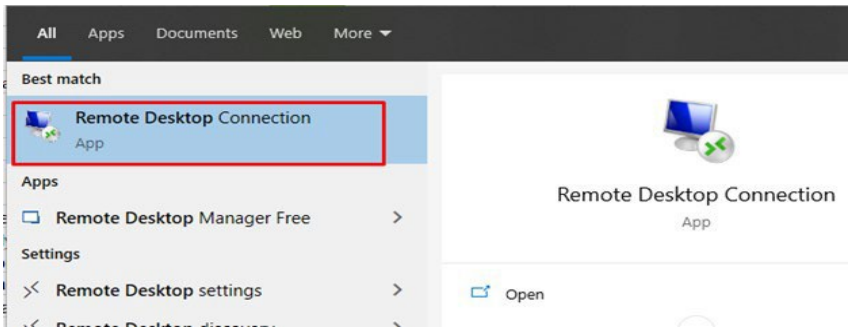
Appendix 1 Key points if you plan to use our RDP-computer resources.

Below you find some key points in using Remote Desktop service.

1. If you are in Sweden, you can directly connect to computers in our labs with remote desktop. *This is subject to change due to security aspects, and might become a lot more stringent with little or no notice*.

2. If you are not in Sweden you will need to get a VPN service provider, which offers a server/proxy in Sweden, at your own expense. *NordVPN and ExpressVPN are two potential service providers*.
    a. Once such service has been acquired you will need to establish a VPN connection to their Swedish server before any connection can be made to the computer resources at our department.

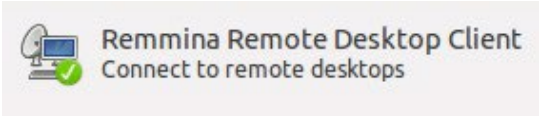
3. Connecting to Remote Desktop services
   Establishing a connection required a software (a client). For Windows this is built-in, but for Mac or Linux one might need to download and install one.
    a. Windows: Type “remote desktop” (Svenska: fjärranslutning) in the Windows search bar to find the following:



    b. Mac: First download and install the client from Apple store. In Appstore search for “remote desktop” and install the following app:



    c. Linux: you will also likely need to download and install a client. How and what might depend on which distribution used. Ubuntu has been tested with *Remmina.*



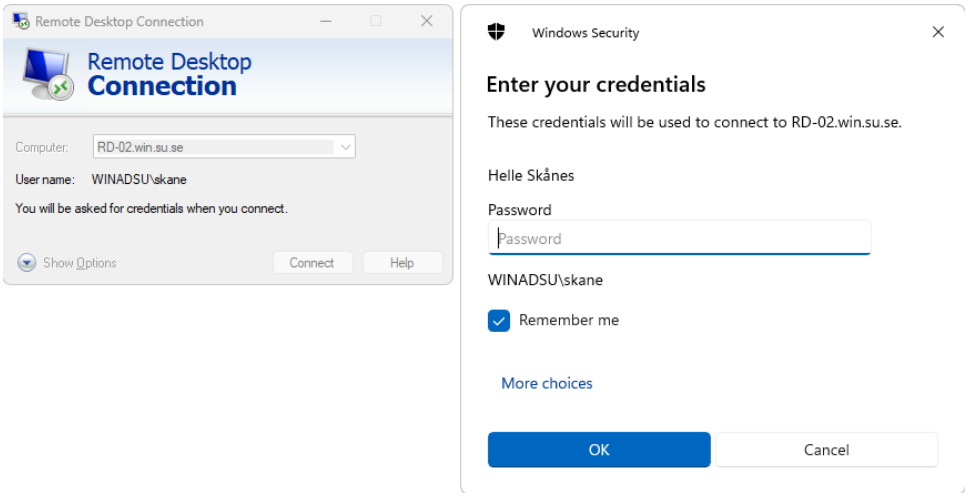
4. Client configuration. Regardless of OS and which client used, the base information required

is the same.

a. Computer/address/host of the booked computer: These are listed in SuperSaas booking system.

b. Username, password, and domain syntax (either typed in the client before or prompted for when attempting to establish a connection).

   i. If there is a “Domain” option use: WINADSU (without any slash)
   ii. If there is no option/field labeled “Domain”, the username must be prefixed with our domain name and a backslash “WINADSU\” followed by your Sukat-id.



c. Select to proceed if prompted with a certificate warning.

5. You are now ready to work on your computer during your booked session. Remember to cancel your booking if you will not use the entire time, and do not use any other computer than the one you have booked in SuperSaas!
   a. The link to the SuperSaas booking system is not provided here since it might be a different one depending on your needs. For any questions regarding SuperSaas, please contact computerlabs.natgeo@su.se.

6. Disclaimer!! Note that this service is not monitored 24/7. This means that if a computer is turned off or down for some reason it might take several days for it to get it back up. This means that you simply cannot count on having access to the same computer every day for a long time period. It also means that you are responsible for backing up your data to Urian or your own cloud service after every work session in case you need to book and switch to another computer. If your computer is down (not responding), send a message to computerlabs.natgeo@su.se.