

Computer room access for students during master thesis work at Natgeo

As of autumn 2025, the department of Physical Geography, Natgeo, provides master students (primarily) access to one on-site computer lab in the T2 corridor (T227) with 11 computers. If you need to work remotely, we have a Remote Desktop pool. Note that you will not have remote access to any of the computers in T227!

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 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.

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
- 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 a specific date when you expect to be ready. Without an end date we will not be able to help you!
- If you have a LOT of data, you can ask to borrow an external USB hard drive. Please do that here.
- Also, let us know if you already have a key card that can be reactivated or updated. State your card number!
- Please indicate if you will need access to our Remote Desktop pool, separate instructions will follow.
- **Send this in well in advance, in order to have access during full 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 security at the university, following the 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!

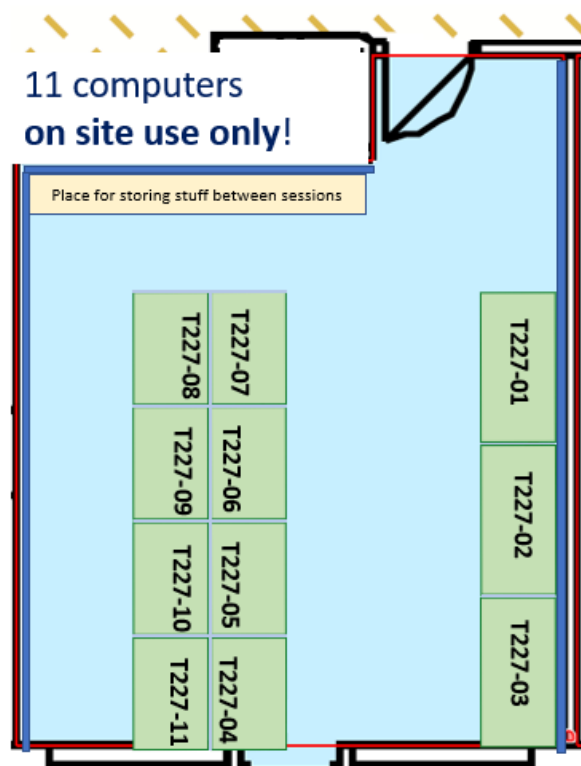
- https://www.supersaas.com/schedule/NG_booking/NG_exam_workers_lab_T227

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 housekeeping rules on the following pages):

- 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.

T227 master exam worker lab



Book a computer in T227 (create an account):



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](#)** a.s.a.p. 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! The latter might cause loss of data!! So make sure to extend and cancel your bookings as needed.
- Do not settle down permanently, keep the lab tidy and do not leave a lot of stuff. It will be removed. You can store your personal stuff in the bookcase between sessions. Just grab a section and write a name tag. We will eventually get some storage boxes for you.
- 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. **Profiles and 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!
 - If you have extreme amounts of data (several hundreds of GB:s you might be able to borrow an external hard drive to ensure your mobility in the lab and to prevent you from clogging up the computers with your data.
- 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 a door-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 as you enter/exit – Don’t hold the door open! IF shit happens, call our on-site security (see contact info outside the T2 corridor) and explain the problem. Stay until they have arrived.
- If you are only writing or researching your work, you might have to do it somewhere else if the lab is heavily used. If you still need access to a good computer, you can ask for Remote Desktop access to our RDP pool. See separate instructions.