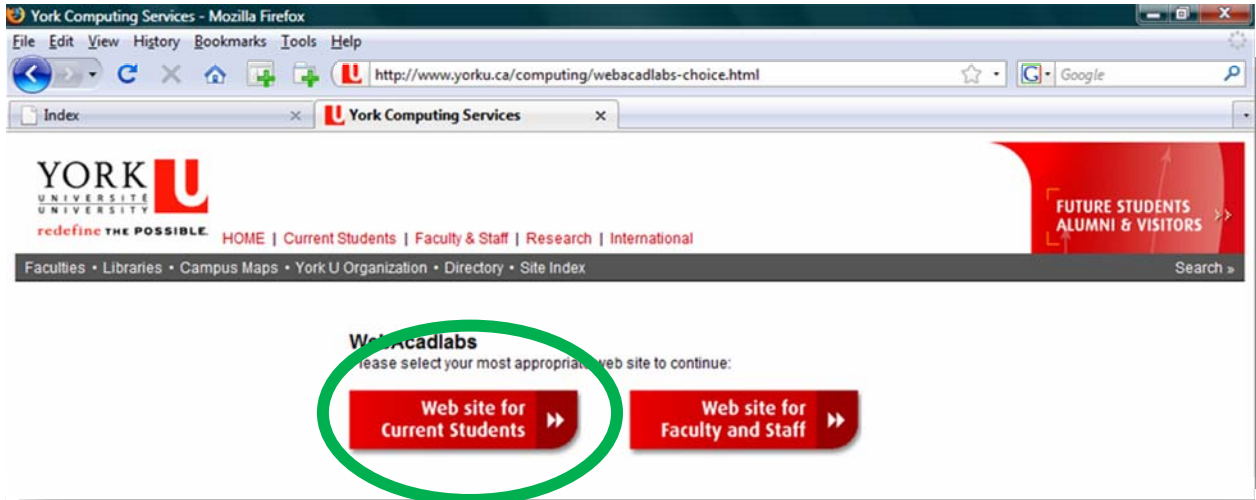





HOW TO ACCESS SOFTWARE REMOTELY THROUGH WEBACADLABS

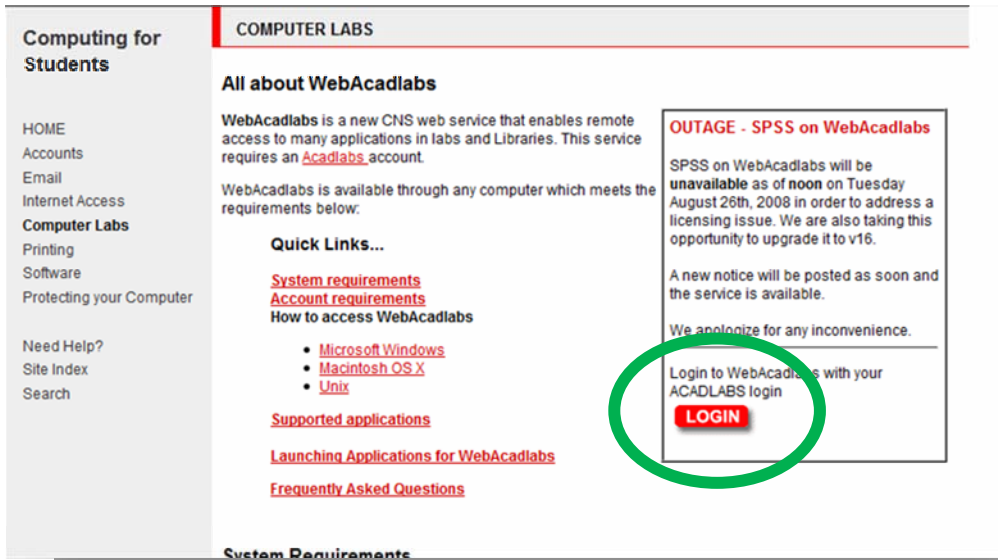
- 1) Typing webacadlabs.yorku.ca on your browser's url address bar will redirect you to the following screen:



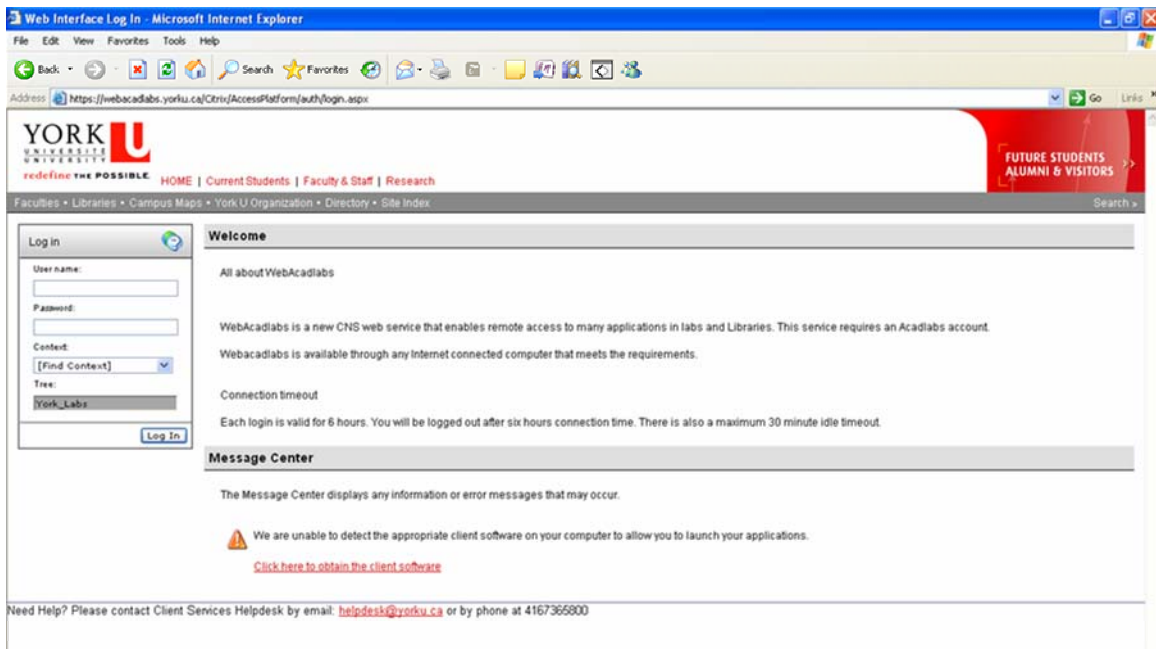
- 2) Click on "Web site for Current Students" and you will be taken to the home page for webacadlabs where you can find the information about the system requirements and the instructions to install the little add-on that you will need to use the software from home. Here are the system requirements depending on your operating system:

System Requirements		
 Windows Microsoft Windows requirements	 Mac Mac OS X requirements	 Linux /Unix requirements
Windows 2000SP4/XP/2003SP1/Vista, Internet Explorer 6.x/7 with ActiveX controls enabled or Firefox 2.x or Netscape 8.x, ICA client for Windows	Safari 2.x or Firefox 2.x, ICS Client for Mac.	Firefox 2.x, ICS Client for Linux
Internet connection: 56 Kbps or higher. (min. 500 Kbps high speed connection highly recommended.)		

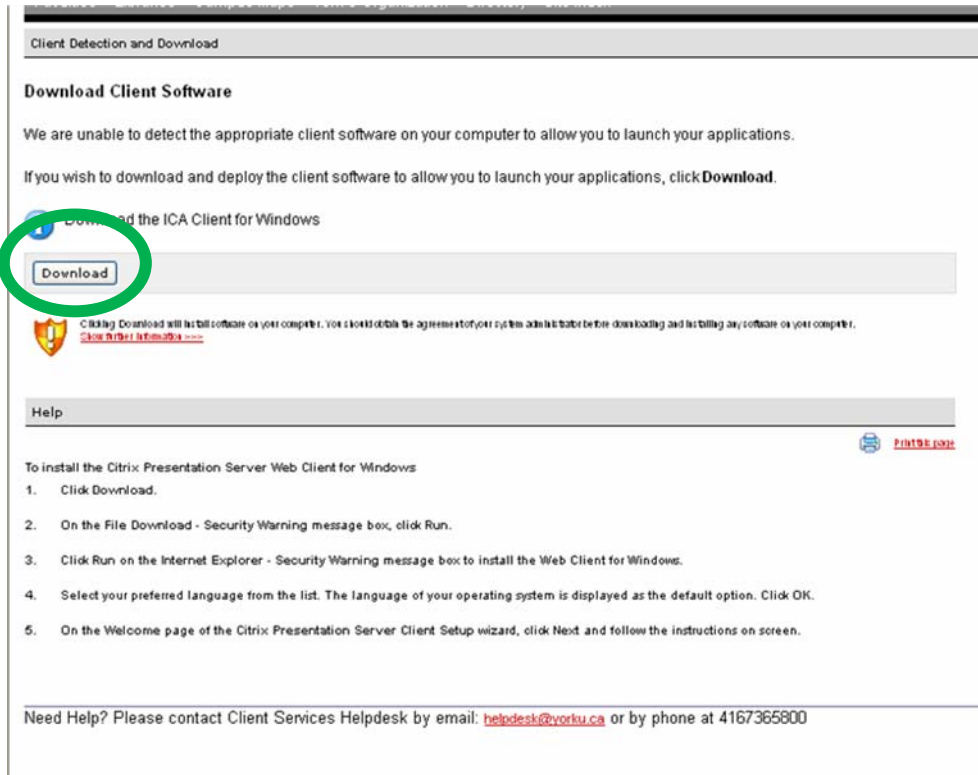
If you haven't done so, through "Manage my services" (<https://passport.yorku.ca/maya/>) activate your ACADLABS account. On the top of the WebAcadlabs home page (see below) click on the LOGIN button.



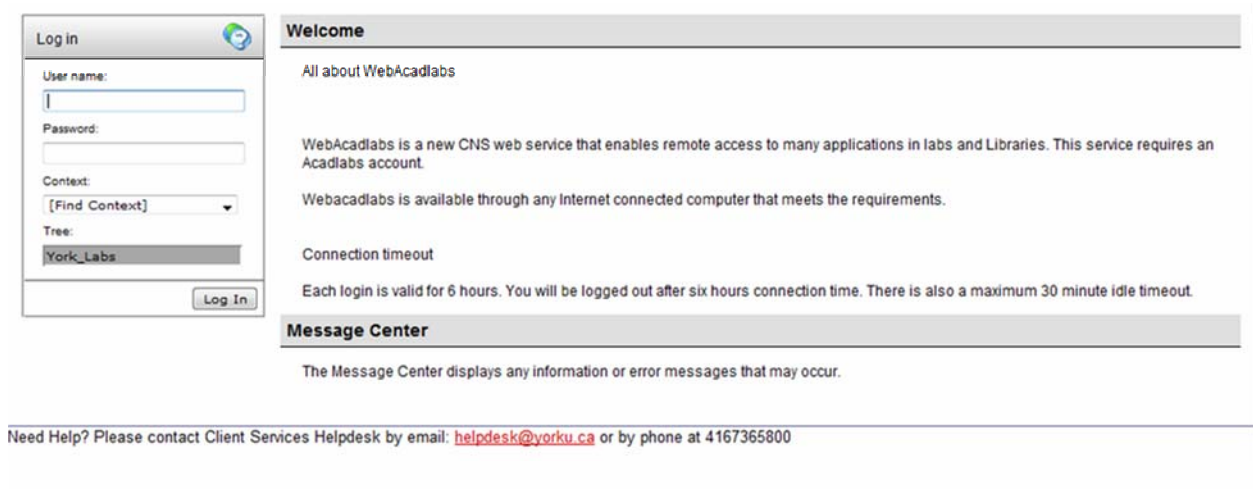
- 3) The following login page will come up. Notice that under Message Center there will be a notice if this is the first time you are using WebAcadlabs asking you to “obtain the client software”. Click on the link and follow the instructions. If you already have the Citrix client installed you won’t get this message and you can go to step 4.



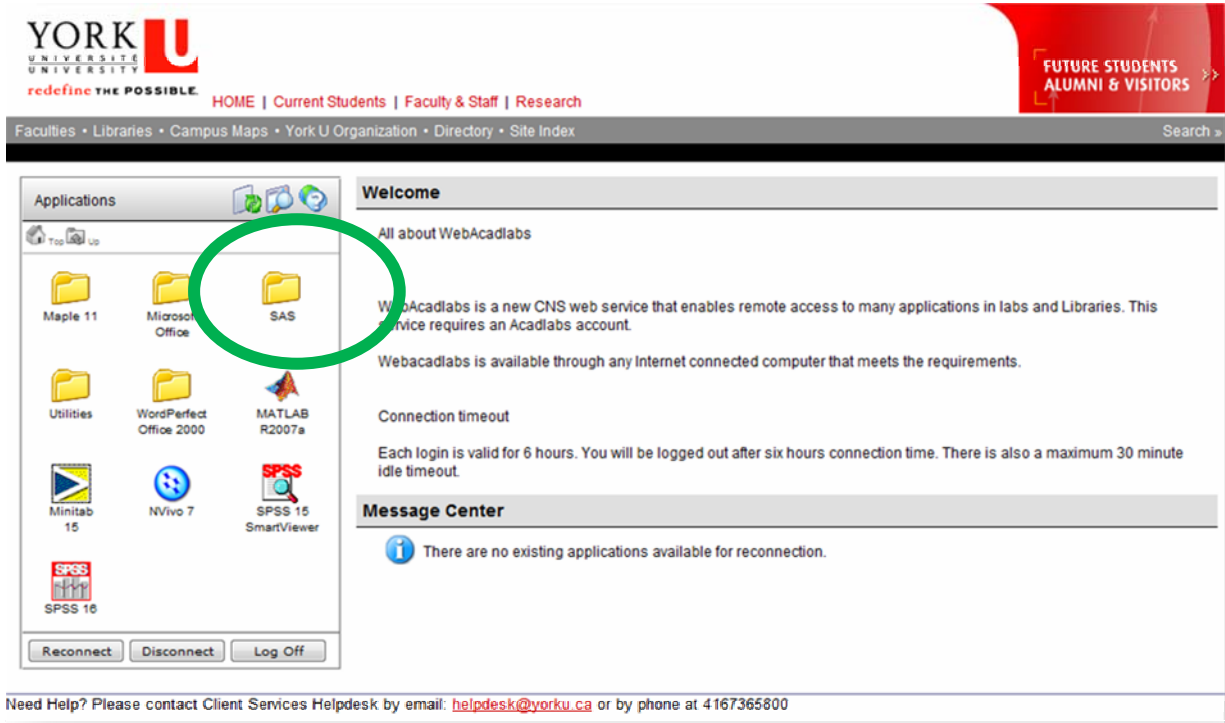
By clicking the link to obtain the client software (aka Citrix) you will get to the next screen. Press the Download button and follow the instructions.



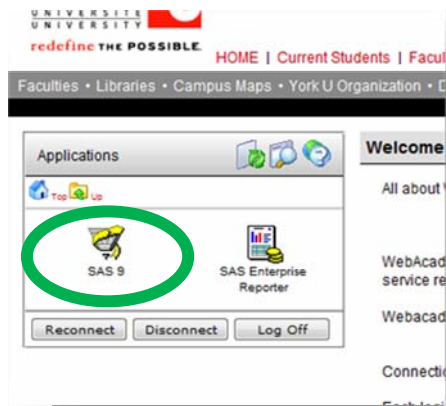
4) If you have the client software installed your login screen will look like this:



Enter your Acadlabs username and password (the ones you use in the Hebb Lab or at the William Small Centre). IFF you are not logged in somewhere else with your Acadlabs account you should get to the following screen.



To connect remotely to SAS click on the folder icon labelled SAS, which will take you to the next screen (see below on the left) in which you can select the icon to open SAS. Just double click on it as if it were an icon on your desktop. A dialog window (see below on the right) will pop up letting you know you are connecting to SAS. This will apply to any other software available through WebAcadlabs.



- 5) SAS will open as if you had it installed in your computer, with one **very important** difference. You cannot access files (open or save) that are on your computer's hard drive or removable storage (e.g. USB keys). The only files that you can open are those that you have on your network folder at York (a.k.a. your F drive on 'Acadlabs\Usr\Grad'). Thus, to *Open* a file in SAS it has to be saved on your F drive at York¹.
- 6) In order to use SAS macros, it is recommended to create a folder on your F Drive named 'macros' and save the macros you need in there. You can call the macros that you will use during a SAS session by running a '%include' command (e.g. %include 'f:\macros\datachk.sas';)

For Psychology 6140, there is a .zip file containing all SAS macros and data files for the course at <http://www.psych.yorku.ca/friendly/lab/files/psy6140.zip>. See the description in [README.INSTALL](#) for instructions on how to set these up on your F: drive.

- 7) When you save a file (a program or export a dataset) be sure to save it to your F drive, NOT to the default "My Documents/My SAS Files/9.1/" folder. This will be equivalent to save it on the hard drive or desktop of one of the terminals at the computing labs at York (i.e. they will be erased when you log off the system). In SAS, you can change the current directory for your session with the command

```
X "CD F:\";
```

- 8) After you close the application, be sure to Log Off from WebAcadlabs on your browser.

¹ Your F drive's FTP address is <ftp://labfiles.yorku.ca> (which will ask you for your Acadlabs username and password). Any browser (e.g. Firefox) can read the files, but you can use an FTP program like Core FTP or Filezilla to upload (and download) files to your F drive remotely.

