Quick Start for Acellus® Labs

Setting Up An Acellus Lab

The Acellus lab arrives ready to use, with the Acellus programs pre-installed and the complete system locked down to prevent students from accessing inappropriate materials.

There are two ways to configure an Acellus lab on your network, described in the following sections.

Method 1. Plug It In and Start Using It

Most school networks are using a DHCP server. If your network uses DHCP, connect a network cable into the uplink port on the side of the cart before supplying power.

Instructions For Administrator's First-Time Login:

1. From an Acellus laptop, launch the Acellus icon from the student's desktop.

2. The first screen that appears provides you with the opportunity to set an administrator ID and password. Enter the ID and password that will be used by the primary administrator(s) of the Acellus server. Be sure to keep this on record.

3. This screen will also ask you for information about your school that will enable the Acellus Support Center to provide you with better support. Please complete the form and submit the information. (When you open Acellus again, the student interface will be displayed instead of the configuration screen.)

4. Once the Administrator ID and password have been set, click on the Login to Administration button, and then on System Administration. On this screen you will find the School Network IP Address, which may be used to access the Acellus server from your network.

5. Acellus laptops are pre-configured and do not require software installation. For other computers, continue with Instructions for Installing Acellus at the Workstation.

Method 2. Set a Static IP Address

If you are not running a DHCP server on your network, connect the cart's uplink port to your network and hook up the power.

You will need to give the wireless router a static IP address that is compatible with your network. To do so, follow these steps:

1. Connect a workstation to the lab's wireless network. To obtain the security key for the wireless, please contact your Acellus coordinator.

2. Open a browser at the workstation and enter 'http://172.30.30.2' in the address bar.

3. Login to router administration using the username 'admin'. The security key for the wireless router may also be obtained from your Acellus coordinator.

4. From the Setup menu on the left, select the Configure page.

5. Change the configuration to Fixed IP, and enter the correct IP address, subnet mask, and default gateway. Then, click Apply.

After this is done, you will be able to access the Acellus server while on your school's network using the IP address assigned to the wireless router. Router administration may be accessed using port 8080. For example, to access the router's administration from the school network, enter 'http://XXX.XXX.XXX.XXX:8080' into your browser's address bar, where 'XXX.XXX.XXX.XXX' is the IP address assigned to the wireless router.

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Next, you will need to set up an administrative user on the Acellus server. To do this, follow these steps:

1. Open a browser on a workstation in your school network. In the browser's address bar, enter 'http://XXX.XXX.XXX.XXX' where 'XXX.XXX.XXX.XXX' is the IP address you assigned to the wireless router.

2. The first screen that appears provides you with the opportunity to set an administrator ID and password. Enter the ID and password that will be used by the primary administrator(s) of the Acellus server. Be sure to keep this on record.

3. This screen will also ask you for information about your school that will enable the Acellus Support Center to provide you with better support. Please complete the form and submit the information. (When you open Acellus again, the student interface will be displayed instead of the configuration screen.)

4. Once the administrator's ID and password have been set, click on the Login to Administration button.

5. Acellus laptops are pre-configured and do not require software installation. For other computers, continue with Instructions for Installing Acellus at the Workstation (see below).

Instructions for Installing Acellus at the Workstation

Before Acellus can be used, the workstations must have the proper software installed. Acellus laptops are shipped with all the necessary software pre-installed. The following software is required in order to use all of the features of Acellus:

– Flash Player

– RealPlayer or Real Alternative

– A Desktop Icon (optional, but recommended)

From a workstation that is on the same network as your Acellus server, access the software installation page from one of the following locations:

1. The Internet: http://www.acellus.com/DesktopInstall

2. Your Acellus server: With the Acellus Student Console on the screen, click on the Teacher Login link (located in the lower left corner), then click on Desktop Installation.

Windows

We recommend that you download either RealPlayer or Real Alternative, and the Acellus Icon builder from one of the installation pages to a place where they are easily accessible for installation on your workstations. You will need to be logged in with a user having sufficient privileges to install programs.

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1. Adobe Flash Player Installation

After verifying that a compatible browser is installed on each student workstation, install the Flash Player. This player is available from Adobe free of charge.

To install the Adobe Flash Player, please proceed as follows:

    a. Click on the third option in the Windows section of the Installation page. This link will lead to:

http://www.adobe.com/products/flashplayer

    b. Select "Download now".

    c. You will be taken to the appropriate download page for your operating system.

    d. Close all other browser windows.

    e. Select "Agree and install now".

    f. Your browser may ask you if you want to install the add-on "Adobe Flash Player Installer". Indicate that you do by clicking on the question bar and selecting "Install ActiveX Control".

    g. The Installer will run automatically, and Adobe will play a video to verify that the installation was successful.

2. Video Player Installation

The recommended player for Acellus is Real Alternative. However, you may want to use a different video player. RealPlayer is also supported.

– Real Alternative

To install Real Alternative, please follow these steps:

    i. Click on Windows Option 1 on the Installation page and save this file to an easily accessible location (please see above for installation page locations).

    ii. Run the Real Alternative installation file.

    iii. Respond to the prompts as the installation proceeds (the default values are recommended).

– RealPlayer

While installing RealPlayer, you may be asked whether you wish to install the free version of RealPlayer or the Plus version, for which there is a fee. The free version includes all that is required for running Acellus successfully.

To install RealPlayer, please follow these steps:

    i. Click on Windows Option 2 of the installation page. This link will lead to http://www.real.com where you can download the RealPlayer installation file to an easily accessible location (please see above for installation page locations).

    ii. Run the RealPlayer installation file.

    iii. Respond to the prompts as the installation proceeds.

Note: When installing RealPlayer, you will be required to register with Real. This may result in unwanted email correspondence. In addition, RealPlayer has the ability to become your default media player for many media file types. Select your options with care to ensure that your RealPlayer installation reflects your preferences.

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3. Acellus Icon Installation

To install an icon on the desktop, please follow these steps:

    a.   Click on the fourth option in the Windows section of the Acellus Desktop Installation page and save this file to an easily accessible location.

    b.   Run the Icon Builder.

    c.   Enter the IP address for your Acellus server.

    d.   Modify the Icon Label field (if desired).

    e   Select Build Icon to place the icon on your desktop.

Moving the Acellus Cart

Before moving the Acellus cart, you must make sure that the Acellus server is turned off. Failure to do so may result in pre-mature hardware failure or data loss.

To turn off the Acellus server, press the power button on the front of the unit. This will cause the server to shut down normally, and the blue light will turn off when the shutdown is complete. It is not necessary to hold the power button down.

Extending Laptop Battery Life

Acellus laptops will maintain battery life better if they are charged correctly. The batteries last longer if they are recharged after partial discharges, and are not fully discharged frequently. It is recommended to place the laptops back in the cart whenever they are not in use.

Before storing the Acellus cart for a prolonged period, discharge all laptop batteries until the computers turn themselves off. Then, plug them into the cart to charge for 40 minutes. Finally, unplug the cart and store it in a cool, dry area. Storage below 70° F is recommended.

Customer Support

If you need additional assistance or installation instructions for another operating system, please consult the online Administration manual or call the Acellus Support Center at 888-220-4020.

Thank you for choosing Acellus!

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