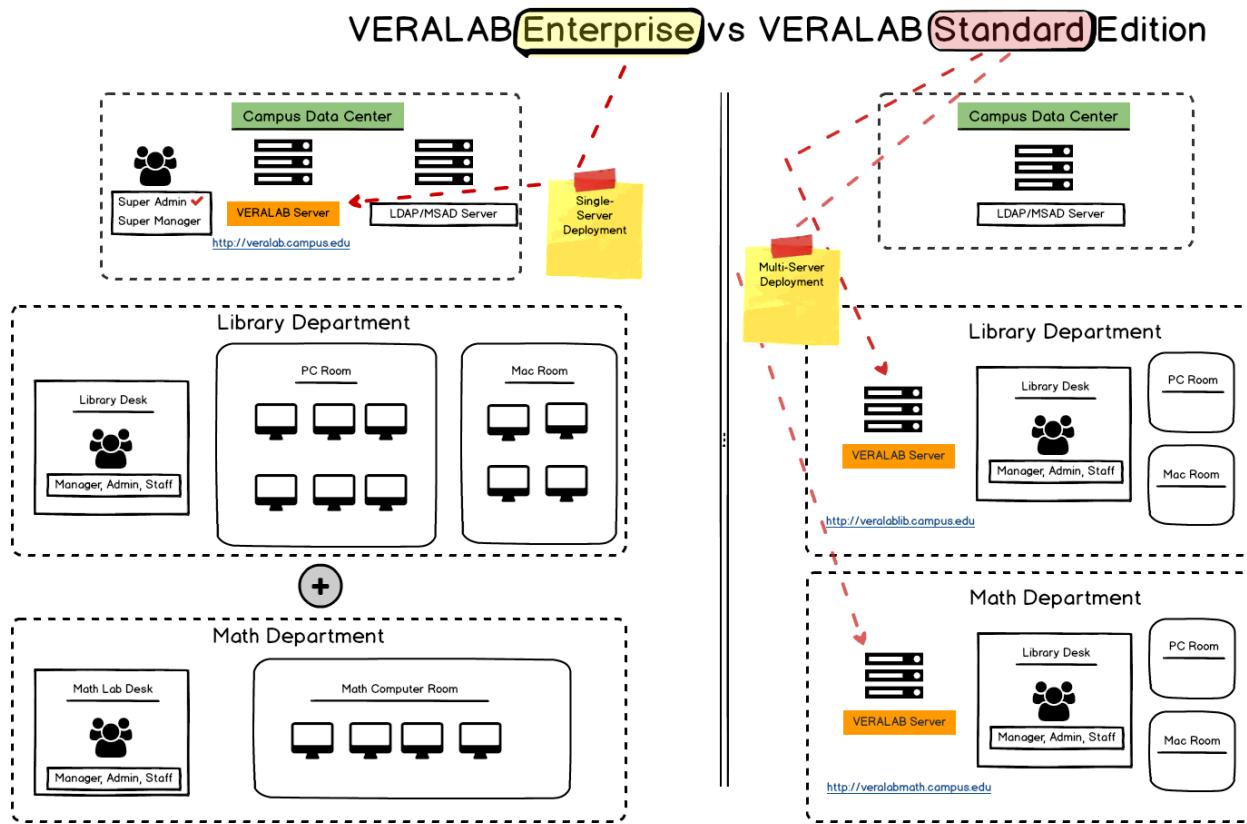


VERALAB Enterprise Edition is Here

Overview

VERALAB Enterprise has two main differences from previous versions and from VERALAB Standard Edition:

1. Enterprise Edition has an additional level of hierarchy, called **Departments**. Departments represent logical groupings of organizational units. Each department has its own management and staff. Employees can access departments based on their permissions. E.g. in the past, if more than one department was configured under the same VeraLab installation, a manager of one department could see employee data and statistics/reports of another. With VERALAB Enterprise employees can see data only within their respective departments.
2. Enterprise Edition comes with two additional seeded roles: **Super Administrator** and **Super Manager**. These roles have access to Site level configuration and data.



Q: Do I need Enterprise or Standard Edition?

A: If your organization has only one computer lab facility with single management, your best option is to use VERALAB Standard Edition. By default, all previous versions will upgrade to Standard Edition. If your

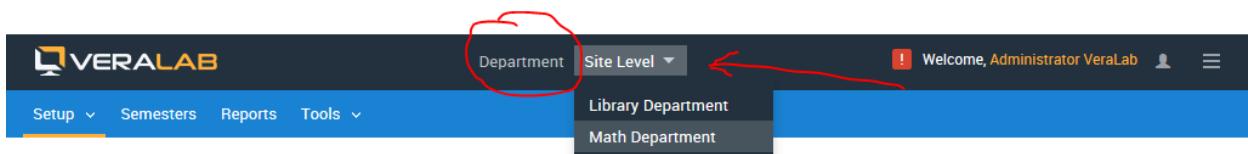
organization has multiple computer lab facilities representing separate departments and each has its own management and staff, you will benefit most from VERALAB Enterprise Edition.

Q: Does VERALAB Enterprise Edition require multi-server deployment?

A: No, VERALAB Enterprise is usually deployed on Campus or University/College level in a single-instance deployment. Previous versions of VERALAB did not support access segregation between several computer lab facilities very well, therefore many organizations had multi-instance deployments, where each lab had their own VERALAB application server. With VERALAB Enterprise each lab configuration is logically separated from other labs on campus, while all labs still connect to the same single VERALAB server and URL.

Q: How is usage statistics gathered and reported in VERALAB Enterprise?

A: VERALAB Enterprise is a single-instance deployment and all data is stored in the same application/database. Each computer lab has access to its own dashboards and reports; however data from all labs can be rolled up to the Site Level and reported in a consolidated form. A user who has access only to his/her department can generate reports that will show data only for that department. Users who have access to Site level can generate reports for entire organization.



The screenshot shows the VERA LAB software interface. At the top, there is a navigation bar with the VERA LAB logo, a 'Department' button (circled in red), a 'Site Level' dropdown menu (also circled in red), and a user welcome message 'Welcome, Administrator VeraLab'. Below the navigation bar is a blue header with 'Setup', 'Semesters', 'Reports', and 'Tools' tabs. The 'Reports' tab is currently selected. A dropdown menu for 'Site Level' is open, showing 'Library Department' and 'Math Department'. The main content area is titled 'Workstation Administration'. It features a search bar with fields for 'Select Room' (set to 'All'), 'Station Name', 'Advanced', 'Search', and 'Clear'. Below the search bar is a toolbar with buttons for 'Add Workstation', 'Delete Selected Stations', 'Client Setup', 'Unregistered Stations (0)', and 'Banned Stations (0)'. A table lists workstations with columns for 'Workstation' (checkbox), 'Room', 'Operating System', 'Model', 'Property No.', 'Image', 'IP Address', 'Mac Address', 'Edit', and 'Delete'. One row is shown: 'PLUTO' in Room LC100, running Windows 7, Model Dell OptiPlex 9020, IP 192.168.15.18, Mac 34:02:86:25:7C:B3. The bottom of the screen displays a copyright notice: '© VeraLab Inc., 2003-2017 | Enterprise Edition'.

Enterprise Edition Setup Steps

You can choose Enterprise Edition option during fresh installation only. If you are upgrading from previous versions, you will be automatically upgraded to VeraLab Standard Edition. In order to convert from Standard Edition to Enterprise edition you need to request Enterprise Edition license key. Once converted from Standard Edition to Enterprise Edition, there is no way to convert back, you should only restore from full backup or perform fresh install.

Once you have VeraLab Enterprise Edition up and running, the following high-level setup steps are recommended:

1. Identify who in your organization requires Site Level access. There are two Site level roles available out of the box: Super Administrator and Super Manager (Super Manager is described in User's Guide). A user with Super Administrator role can perform Site Level setups, e.g. add/edit/delete objects and change application settings. By default, a user who applies Enterprise Edition license, will automatically be assigned Super Administrator role.
2. Upload Enterprise Edition license key. This will activate Enterprise Edition mode. Without EE license key, EE mode is installed, but not enabled.
3. After activating EE mode a new department, called Dummy Department will be created. If you upgraded from previous versions, all your setups will belong to Dummy Department. We recommend renaming it to an actual department name in your organization. Navigate to Setup -> Departments to create additional departments.
4. As a user with Super Administrator role, review your current user account records to verify that all users have proper access to their respective departments. One user can have access to multiple departments, e.g. a manager or lab assistant can work for more than one department. You can also set what department and role will be default for a user, i.e. upon logon to application a user will be landing on specific department page.
5. Create and assign other objects to correct level and department. If an object is created and assigned to Site Level, any Department can use it, e.g. a computer model "Dell Optiplex 790 Mini Tower" assigned to Site level can be used when configuring workstations on any department level. While another model, e.g. "Apple MacMini" created and assigned to "Apple Lab" will be visible only on Apple Lab level.

Adding, Editing, and Deleting Setups in Enterprise Edition

Site level objects can be edited and deleted only on Site Level. You can view them on Department levels in read-only mode. Moving objects between departments is also restricted to Site Level and there are additional restrictions on what objects can be moved from one department to another.

Models/Images

Both have same behavior and can be setup on Site Level. They can be assigned to Department level after creation. There are no restrictions on moving them from department to site level. However when moving existing models and images from site to department level it is mandatory to have all stations that are linked to those models/stations assigned to the target department. Same rule applies when transferring models/images from one department to another. Practically it is possible to transfer models/images between departments only when they do not have any underlying stations.

Counters

Counters cannot be setup on Site Level. They are always assigned to a particular department. Counters can be transferred between departments and all dependent objects will be cloned together with them. This will be described in more details in the "Moving Counters and Rooms" section below.

Rooms

Rooms are not explicitly linked to departments, however, they belong to counters that, in turn, are linked to a particular department. Rooms can be transferred from one counter to another, even if it belongs to a different department. All underlying objects will also be transferred in this case.

Stations

Stations do not have direct relation to departments, however, they are always linked to a room, which in turn belongs to a counter and its department. Stations can be moved from one room to another even if rooms are in different departments.

Unregistered Stations

Unregistered stations do not belong to any department and can be assigned to any department.

Banned Stations

Same as unregistered stations, banned stations can be edited from any department.

LiveMaps

These objects do not have direct link to departments and belong to departments indirectly via Room -> Counter -> Department.

LiveMaps Floor Plans

Floor plans are linked to their respective departments and cannot be transferred between them. New floor plans can be uploaded from LiveMaps screen and will be linked to that room's department.

Schedules

Schedules are linked to their respective departments and cannot be moved from one department to another. It is possible to assign a schedule to another department via cloning procedure. When assigning schedules to rooms, both must belong to the same department.

Banners

Banner images can be created on Site level, however they cannot be transferred between departments. Banner rotation can be setup on Site level (global), on Department or Room levels.

Software Tracking

License entries can be set on Site level and can be transferred from one department to another. In order to use room reserves, a special VeraLab license key must be obtained. Rooms must be assigned to the same department as the license entry. You can setup room reserves for any department from Site level.

Employee Schedules

This feature is disabled in Enterprise Edition.

Roles

Roles can belong to Site level and there is an “Only Site Level Role” option available. If this option is not enabled, a role can be assigned to any employee in any Department, excluding Site level. Site level roles require “Only Site Level Role” option selected.

Employees

Employees can belong to one or more departments as well as Site level. Employees can access data for departments they have been assigned to. An employee assigned to Site level can access any department data.

Departments

Departments can be managed only from Site level.

Admin Accounts

Admin accounts can be setup on Department or Site level. They cannot be moved between departments once assigned.

Short/Long/Medium-Term Accounts

These accounts can be set on Department level only and cannot be transferred once assigned.

Alerts

Alerts can be setup on Department or Site level. They can be moved between departments. If Alert is setup on a Department level, employees of only that department can add violations. If Alert is setup on Site level, violations can be added from any department.

Quick Links

Quick Links can be setup on Department or Site level. They can be moved between departments.

Semesters

Semesters can be setup on Department or Site level. They can be moved between departments. The only limitation is to ensure that dates do not overlap when creating or moving semesters between departments.

Enrollment

Can be setup only on Site level.

Inventory/Storage

These objects can be setup only on Department level and they cannot be moved between departments once created. Inventory/storage pair must belong to same department.

Shifts

Shifts do not exist on Site level. In order to start/stop shifts an employee must switch to Department level.

Issues

Issues are assigned to departments upon creation based on station relation.

Historical Records

All historical records (reservations logins/logouts, waitlists, software tracking, etc.) retain references to respective Departments (usually via station relations).

Moving Counters and Rooms

When moving rooms, if a room had a LiveMap and floorplan defined, that floorplan is cloned to target department. If a room has schedule(s), they are also cloned to new department. Banner rotation reference is lost during the move operation and need to be recreated. License room reserves are retained when moving rooms.