## Using the Alamut ${ }^{\circledR}$ Visual Plus Extranet

## Accessing the Extranet

- As an Alamut ${ }^{\circledR}$ Visual Plus administrator for your institution, you will receive an email with a link allowing you to validate your administrator account and to choose a password.
Your username is embedded in this email.
- After having confirmed your account, the Extranet will be accessible using your institution ID, username and password. The URL is https://extranet.interactive-biosoftware.com.



## Users Management

- Select "Users Management" in the menu.

```
(1) Dashboard
*ofoc}\mathrm{ Users Management
Llll Activity Stats
    License Details
    Downloads
    Extranet User Guide
```

- To add a user click the "Add user" button
- A pop-up window will appear, where you can fill-in the details of the new user. This will automatically send an email to the new user prompting them to create a password to access the extranet.
- The list of users appears in a table:

- You can edit a user's information by clicking on its "Edit User" button $E$
- You can delete a user by clicking on its "Delete User" button (this action is irreversible).


## Activity statistics

- Select "Activity Stats" in the menu.

- In the "Parameters" section, click on the "Activity period" field to choose the time interval you want statistics on, and click on the "Apply" button.

- The "Global activity" section shows the consolidated use of your Alamut ${ }^{\otimes}$ Visual Plus license for the chosen period.

- The "Activity by user" section shows the user-by-user consumption of your Alamut ${ }^{\circledR}$ Visual Plus license for the chosen period.



## License details

- Select "License Details" in the menu.

- In this section you can find all the necessary information about your Alamut ${ }^{\circledR}$ Visual Plus license.

License details

| Institution ID |  |
| :--- | :--- |
| License key | $2018-07-02$ |
| Creation date | $2019-07-02$ |
| Expiration date | 20 |
| Token(s) | 20 |

- This also gives the administrator the ability to set a timeout option in the "Timeout Settings". This enables Alamut ${ }^{\circledR}$ Visual Plus to timeout after a set period of inactivity, say 15 minutes, freeing the license token for another user, but also saving the data of the inactive user so they can return to their analysis without disruption.

| © Timeout settings |  |
| :--- | :--- |
| Activate timeout | $\square$ |
| Timeout starts after (minutes) | 25 |
| Timeout period lasts for (minutes) | 30 |
|  | Save |
|  |  |

