Hello! Welcome to Lt LabStation.

Before we get started, it's important to know the two main components of Lt LabStation. These are the following:

Online authoring service – This is where you and your colleagues create those sought after lessons. As this service is cloud-based, everything is saved automatically and can be accessed from any browser.

Local desktop application – This is where learners engage with the lessons you've created. No log in or internet access required, just simply load the lesson and go!

Now let's look at how to access the online service, install the desktop application, and work between them.

Installing the Lt LabStation Desktop Application

1   Go to: https://www.adinstruments.com/support/downloads/windows/lt-labstation and download the latest version of the Lt LabStation desktop application.

2   Install the Lt LabStation desktop application on each computer you wish to use Lt LabStation.
    Tip: You can download the installer once and share to the required computers via a local network or a USB flash-drive.

3   Run the Lt LabStation desktop application installer and follow the prompts.

4   After accepting the Terms and Conditions, you will need to enter the licence code provided to you.

5   Select *Finish* and that's it!

Accessing the Online Authoring Service

You will first need to confirm your invitation to the online authoring service, where you can edit and export your lessons and invite other educators to author.

1   You will have received a series of emails from kuraCloud prompting you to 'Confirm Invite'. You will receive an email for each course you have invited to (e.g., human physiology, exercise physiology, etc.).

2   In each email, please click on the blue **Confirm Invite** button.

3   A window will appear where you will have the option to either **Sign Up** as a new user or **Log In** if you've used kuraCloud before.

4   Once you select **Sign Up** you will be prompted to create a password.

5   After you accept the Terms and Conditions you be logged into your instance.

Adding and authoring lessons

Once logged in, you will see your institution's logo at the top of the panel on the left side of the screen. Below this you will see the list of collections to which you have access to already. Remember, updated or additional lessons can be added to the online authoring service by visiting the following site: https://www.adinstruments.com/support/lt-labstation-resources

Complete the following steps to add downloaded lessons to the authoring service:

1   Select the course you want the lesson to be in

2   In the course options, select 'Lessons'

3   Select the dropdown 'cog' button opposite the 'New' button

4   Select 'Import'

5   Find the downloaded .kurapak or .lesson file on your computer and select 'open'

6   The lesson(s) will be added to your course

These lessons can be used without modification, but if you want to adapt these or create your own educational masterpieces you can use the intuitive authoring system. For more on authoring see our support material.

Exporting lessons

So you've finished authoring your lesson using the online authoring service and you're ready to teach it in the lab!

This is as simple as selecting the export button. But first…

Is your LabStation Desktop App up-to-date? If not, your newly exported lessons may not open on your lab computers. Why is this? The online authoring service is regularly auto-updated to provide you with the latest features.

However, the Desktop App has the option of being auto-updated or manually updated. If your institution has chosen to manually update, the Service and App may be different versions. Be aware that newly exported lessons may not open correctly with an older version of the LabStation App, so we recommend testing your exported lessons prior to running labs.

To export lessons:

1   Click on the collection you would like to view.

2   Click on the tab: Lessons

3   Click on whichever lesson you would like and hit Export.

4   A .lesson file will download to your computer.

Transferring between Online Service and Desktop Application

For learners to access the lesson you will need to transfer your exported .lesson file(s) to each computer with the Desktop Application. We recommend using a local network to do this, as that way you only have to move the file(s) to a single shared folder that can be accessed by all computers with the Desktop Application.

If you don't have a local network, you can save all your files to a USB flash-drive and then upload to your designated computer folder. This way you won't have to repeat the lesson download sequence on each computer.

Using the Desktop Application

1   Open the Lt LabStation Desktop Application

2   Select Open Lesson…. This will open the folders file.

3   In the folders file, find and select the folder where your lessons are saved.

4   Select the lesson of interest and select 'Open'

We hope that you and your students enjoy using Lt LabStation! Please contact us with any questions or queries and we'll be happy to help.

Many thanks!
The Lt LabStation Team