CAE**LearningSpace**

Server-Based System Setup Guide

CAE

Copyright © CAE Healthcare Academy 2019. All rights reserved. No part of this document may be reproduced without written consent from CAE Healthcare Academy.

CAE Healthcare
6300 Edgelake Dr
Sarasota, FL 34240
USA
Tel +941-377-5562
caehealthcare.com

Dear Valued Customer,

Congratulations, and thank you for your recent purchase of the CAE LearningSpace Connect Server system. This guide will help you get started using CAE LearningSpace. In addition, a CAE LearningSpace user guide is available from within the CAE LearningSpace web software.

The CAE LearningSpace Connect Server system includes the following components:

- CAE LearningSpace software (web-based)
- CAE LearningSpace Connect Server (hardware)

If you have any questions or comments, please email CAE LearningSpace Customer Service in North America at **avs-support@cae.com** (phone 1-866-462-7920).

International Customer Service information is available at **https://caehealthcare.com/contact-us/**

NOTE: When contacting customer service, please have the serial number and ID available. They are located on the ID sticker placed on the top of the server.

CAE**LearningSpace**

Server-Based System Setup Guide

Welcome to CAE LearningSpace!

This guide will help you get started using CAE LearningSpace - intelligent recording, easy debriefing. It will explain how to get your system started.

1.0 Equipment Setup (Server-Based) 5

2.0 Initial Network Setup 7

2.1 To configure your server as a MASTER Connect Server 7

2.2 To configure your server as a SLAVE Connect Server 9

2.3 Note about Continuing after Network Setup 10

3.0 Licensing 11

4.0 Initial System Setup 12

5.0 Connecting simulators 15

5.1 Connecting CAE simulators wirelessly 15

5.2 Connecting CAE simulators using a wired connection 16

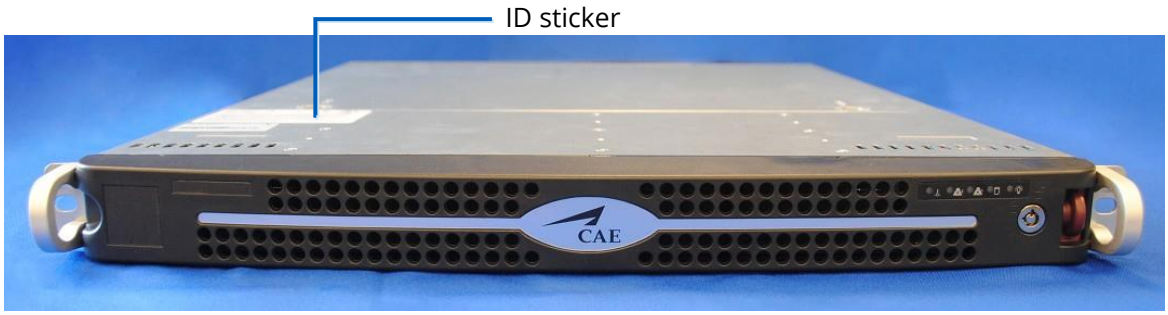
5.3 Connecting third-party (non-CAE) simulators 17

1.0 Equipment Setup (Server-Based)

Upon receipt of your CAE LearningSpace Connect Server, remove the equipment from the packaging and set it up.

1.1 Unpack the server.

IMPORTANT: The slave and master Connect Servers are identical with respect to hardware component configuration.

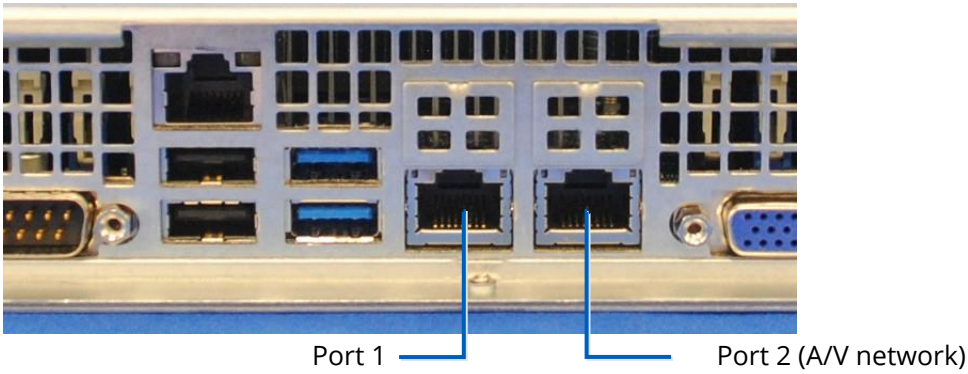


CAE LearningSpace Connect Server (front)

CAE LearningSpace Connect Server (front open)

CAE LearningSpace Connect Server (back)

1.2. Connect one end of an Ethernet cable to the institution network and the other end to Port 1.*



Port 1 and Port 2 on the Connect Server (back)

NOTE: The default client access port is Port 1, which is dedicated to the institution network. If it is not required to have the client access via the institution network, Port 2 (A/V network) can be used for client access instead.

1.3. During the setup process (see *2.0 Initial Network Setup*), connect your client computer to Port 2 (A/V network).**

IMPORTANT: Only Port 2 (A/V network) can be used during the initial network setup. DHCP service runs only on this port.

* If unsure,please consult with your local IT.
** Client computer is not supplied.

2.0 Initial Network Setup

This section will walk you through how to configure your CAE LearningSpace Connect Server as a

- MASTER Connect Server (see **2.1**)
- SLAVE Connect Server (see **2.2**)

and helps you set up your server network connection and create the initial login:

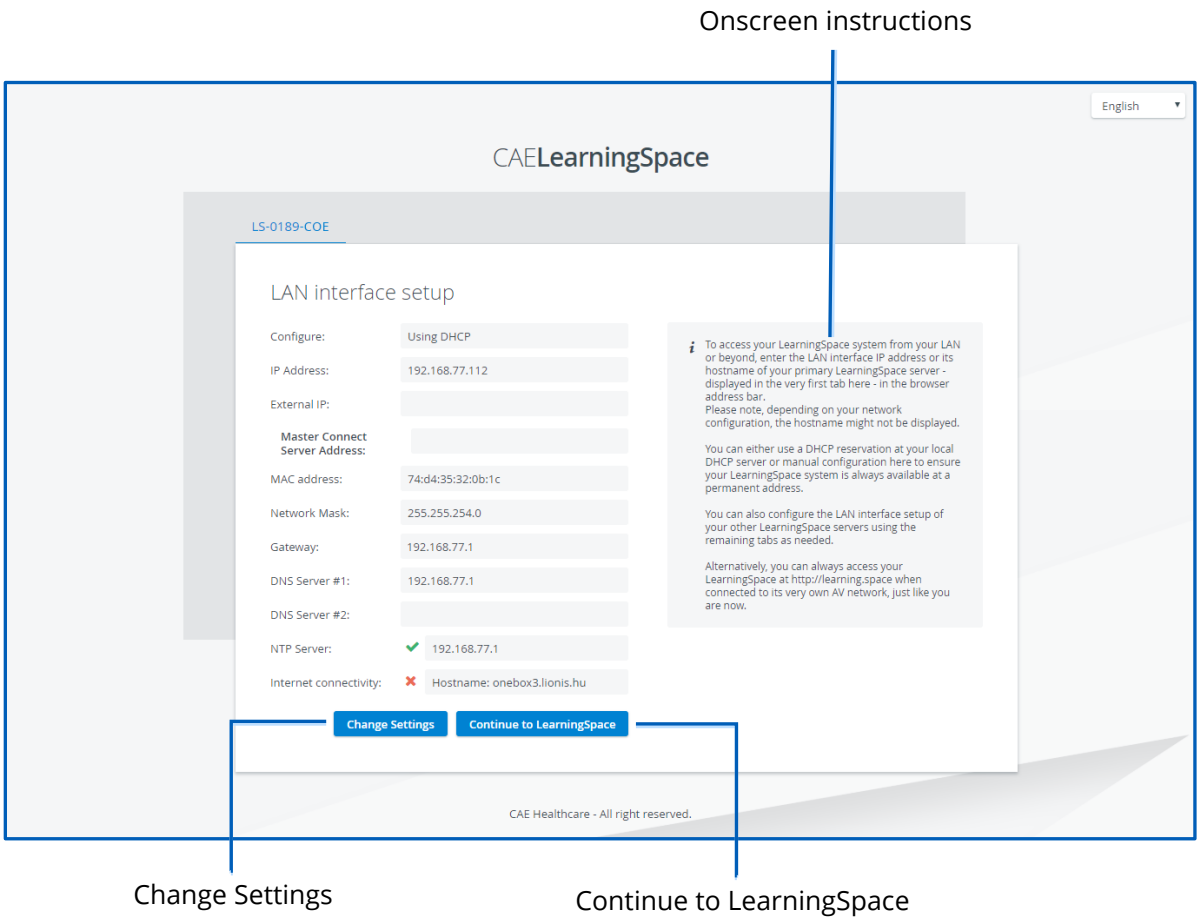
2.1 To configure your server as a MASTER Connect Server:

2.1.1 Ensure your client computer is connected to the server Port 2 (A/V network) with an Ethernet cable.

IMPORTANT: Make sure that this is the only network connection on your computer, and the wired interface is set to DHCP.

2.1.2 Open your browser and enter the address: ***http://setup.learning.space***

The CAE LearningSpace initial setup screen appears.

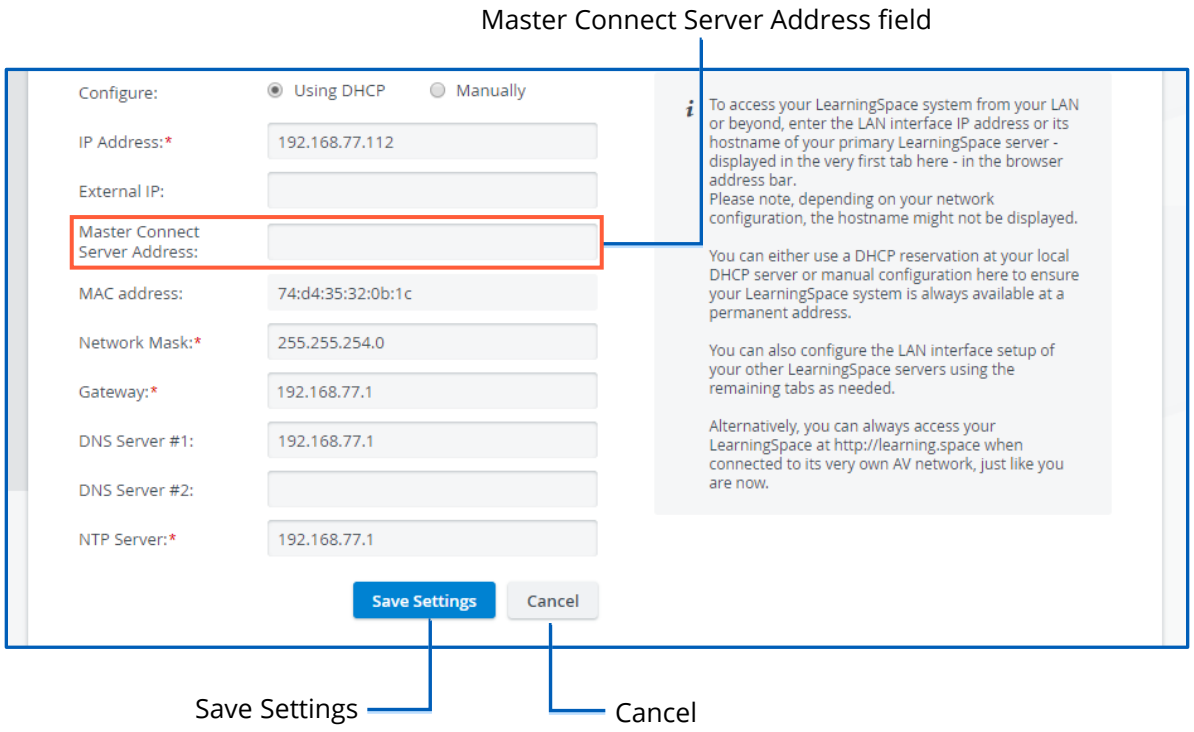


2.1.3 Follow the on-screen instructions.

2.1.4 Click the **Change Settings** button at the bottom of the window.

IMPORTANT: When configuring a master Connect Server, leave the **Master Connect Server Address** field empty. The Master Connect Server is the host of the CAE LearningSpace system.

All settings become editable:



Initial Setup screen with editable settings

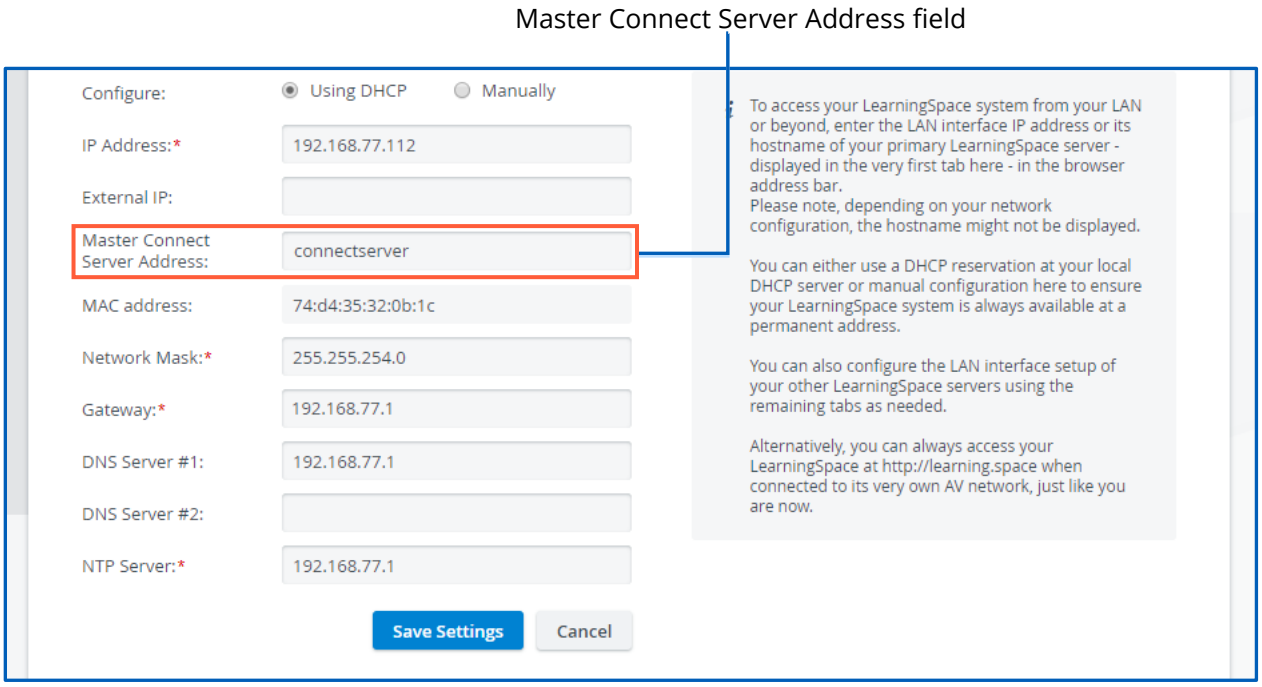
IMPORTANT: All fields marked with an asterisk (*) are required.

2.1.5 When you are finished with editing, click **Save Settings**.

2.1.6 Once you have configured the MASTER Connect Server, click the **Continue to LearningSpace** button or enter ***learning.space*** in the browser.

2.2 To configure your server as a SLAVE Connect Server:

2.2.1 Follow the above instructions in **2.1** until the Initial Setup screen becomes editable:



Initial Setup screen with editable settings

2.2.2 To configure a slave Connect Server, enter the master Connect Server's hostname or IP address in the **Master Connect Server Address** field and all other required information.

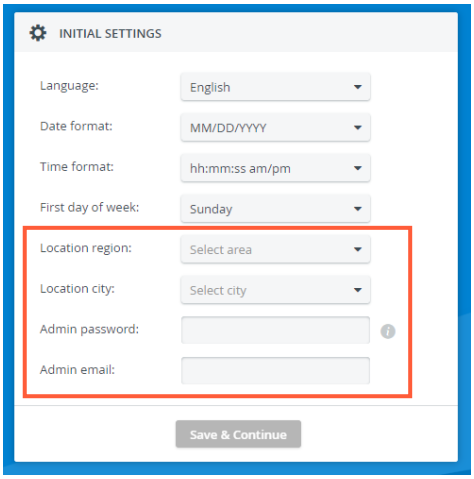
IMPORTANT: All fields marked with an asterisk (*) are required.

2.2.3 When you are finished with editing, click **Save Settings**.

2.2.4 Once you have configured the SLAVE Connect Server, click the **Continue to LearningSpace** button or enter ***learning.space*** in the browser.

2.3 Note about Continuing after Network Setup

In case the license of the software was already activated (see **3.0**), the **Continue to LearningSpace** button or the ***learning.space*** URL directs you to the **Initial Settings** tab (see 4.3 in **4.0**), where you are required to provide the Admin login credentials (password and email) and location.



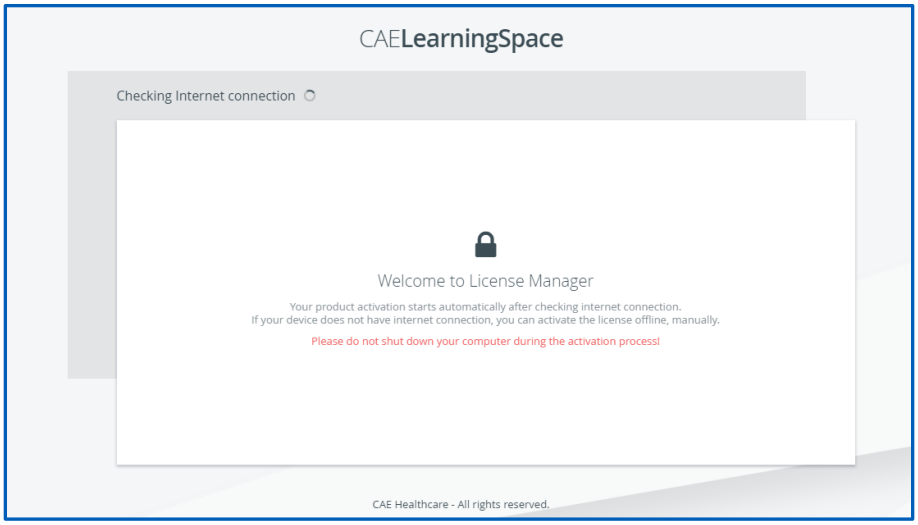
In this way, you skip logging in with the default email address and password (see 4.2). If you need to activate the license, continue to **3.0**, then **4.0**. After license activation, use the default email address and password provided by the guide for the first login.

3.0 Licensing

Following the network setup, the purchased CAE LearningSpace software can be activated online (**3.2.1**) by connecting to the Internet or offline (**3.2.2**) – if the internet connection was not detected successfully – by contacting the CAE support team.

IMPORTANT: During the activation process, the computer cannot be shut down.

3.1 The **Continue to LearningSpace** button or ***learning.space*** leads you to the licensing page (unless the licensing has already been concluded).

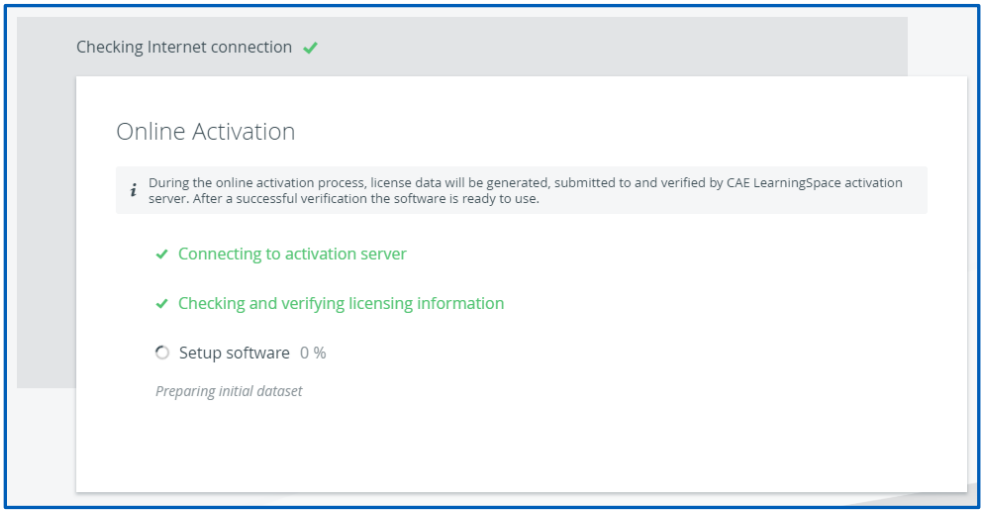


Detecting internet connection on the licensing page

3.2 The system checks for internet connection.

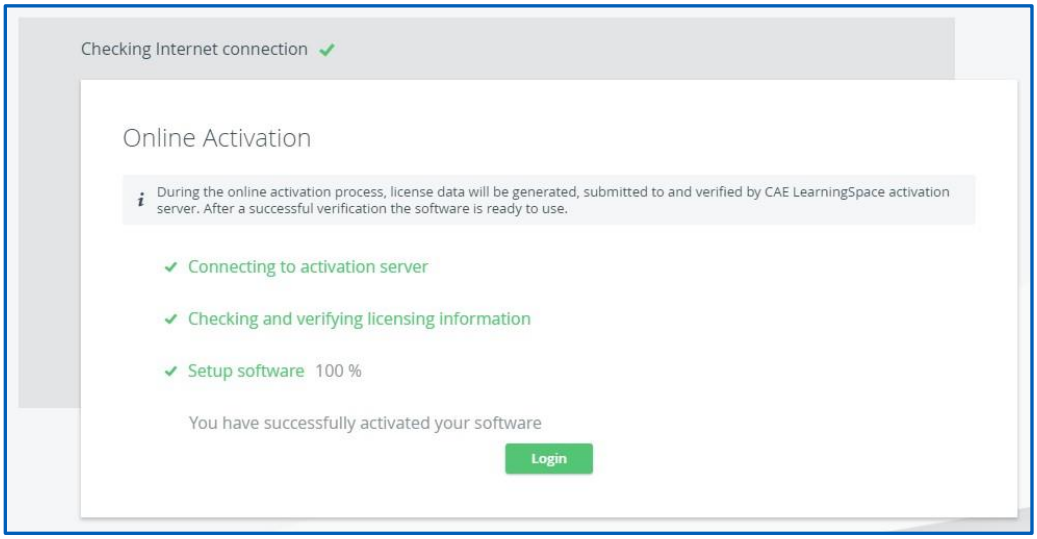
Click the **Start Activation** button on the licensing page to proceed.

3.2.1 Online activation



Online licensing page

The license verification runs automatically, and once completed, a system message is displayed with a **Login** button to proceed to the login page.



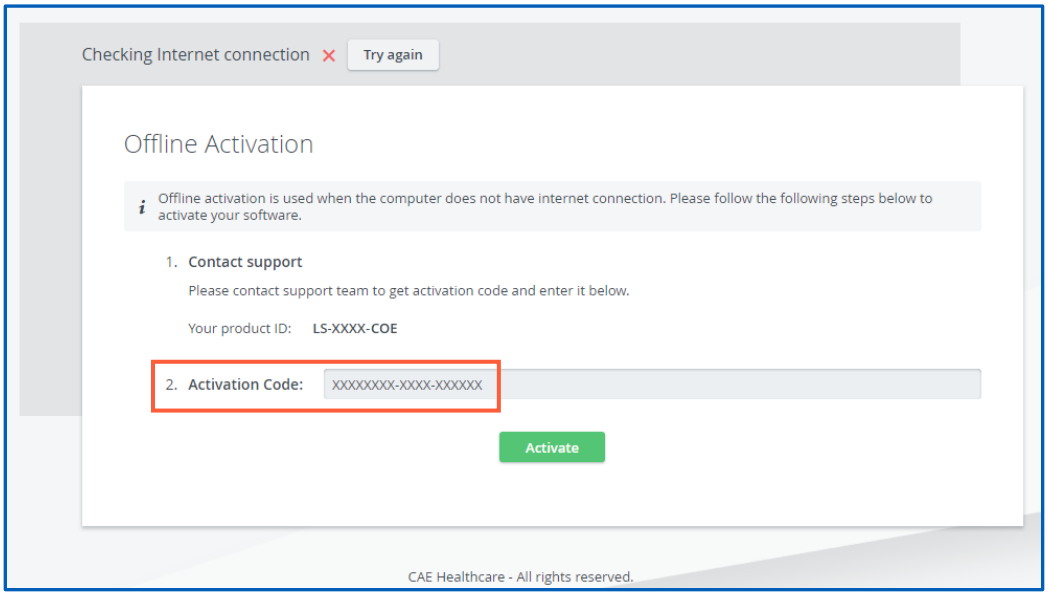
Completed online licensing

3.2.2 Offline activation

IMPORTANT: Please have the serial number ready to identify your unit.

Call CAE LearningSpace support to receive your Activation Code.

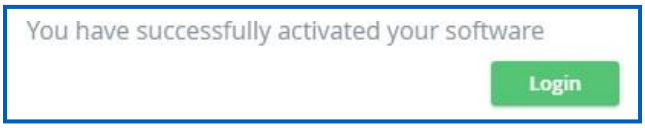
Enter the activation code in the designated field of the offline licensing page.



Offline licensing page

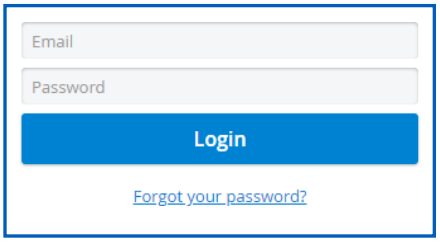
4.0 Initial System Setup

Once the licensing is successfully concluded, the **Login** button is displayed.



Activation success message and login button

4.1 Click **Login**, and you will land on the login page:



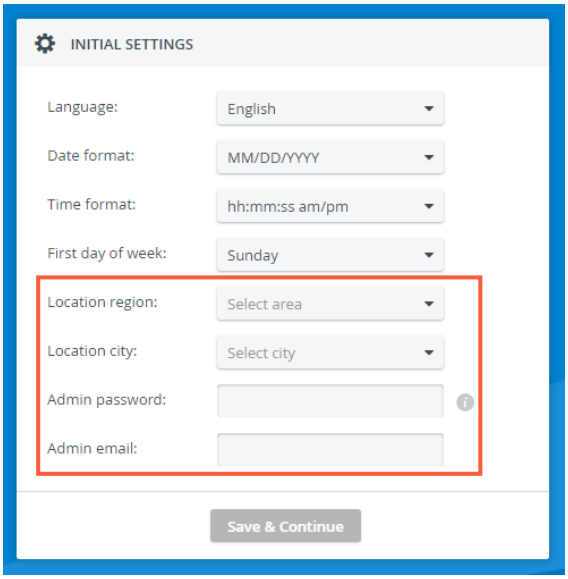
LearningSpace login fields

4.2 Logging in for the first time, enter the default email address and password:

email: admin@learning.space
password: mls#changeme

You will be redirected to the **Initial Settings** tab.

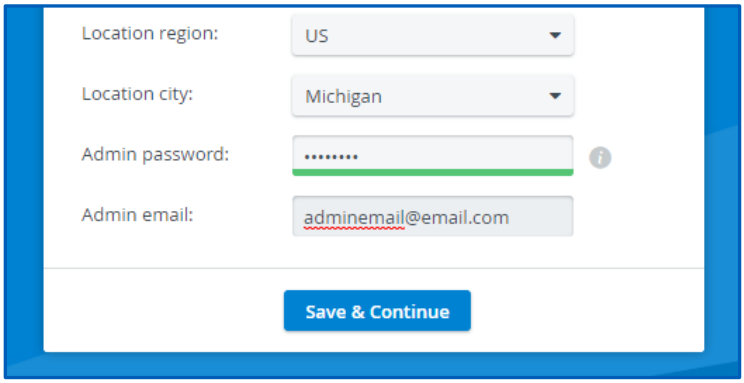
4.3 Change the default email address and password on the first login. Admin password, email and location fields are required before continuing.



NOTE: Passwords have to meet a minimum requirement to ensure the security of your user accounts. The new password has to be 8 characters or longer and has to include at least one of each of the following characters: lower case letters, upper case letters, numbers, and special characters/symbols.

You can change other settings (e.g., language, time format, etc.) with the help of drop-down menus (optional).

When all required fields are filled, the **Save & Continue** button becomes active.



4.4 Click **Save & Continue,** and the system redirects you to the home page.

For further information on the software, please find the help site of the product you are using at ***https://help.caelearningspace.com***

5.0 Connecting simulators

After the initial setups are completed: equipment, network, licensing, and system setup, you can continue with connecting your simulators to your system.

Every CAE LearningSpace system can capture simulator signals of any kind.

The setup guide distinguishes between the following types of simulators:

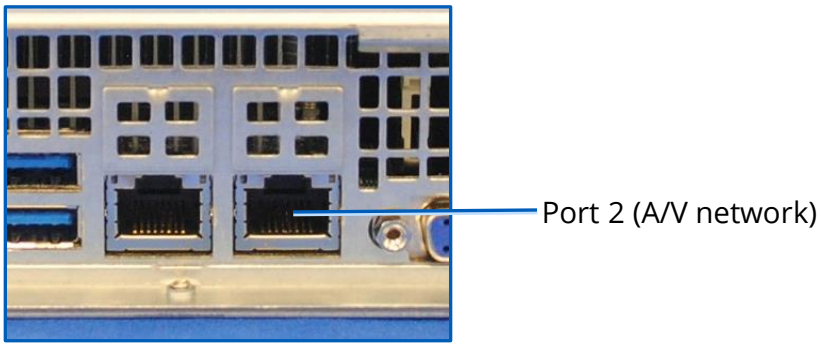
- CAE simulators with wireless connection
- CAE simulators with a wired connection
- Third-party (non-CAE) simulators

5.1 Connecting CAE simulators wirelessly

IMPORTANT: To connect a CAE simulator wirelessly, a CAE Simulator Bridge is required, which can be purchased separately.

In case of using wireless CAE simulators, do the following:

5.1.1 Connect a switch to Port 2 (A/V network) with an Ethernet cable.



Connect Server Port 2 (A/V network) on the back of the server

5.1.2 Connect your CAE Simulator Bridge to the switch with an Ethernet cable.

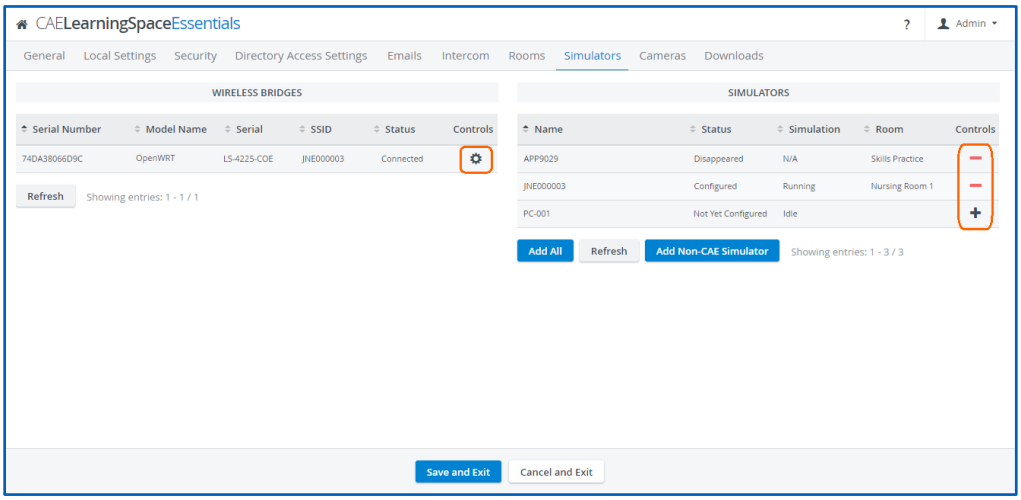
5.1.3 CAE LearningSpace has to establish a wireless connection with the CAE simulator, to check connection:

5.1.4 Go to **System → Simulators,** select the **Controls** cogwheel on the left panel (under Wireless Bridges) and select the wireless network of the simulator.

In case the CAE simulator is not listed when trying to connect to the WiFi network:

i. Make sure the simulator is powered on.

ii. Move the Simulator Bridge closer to the simulator.



Simulators tab in System

5.1.5 Connect to the selected CAE simulator.

5.1.6 The CAE simulator will show up within 10-30 seconds on the right-side panel.

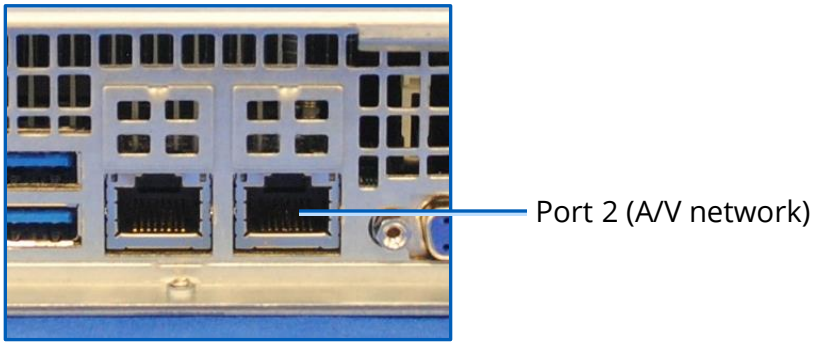
5.1.7 After adding the simulator using the **+** icon, you can add the simulator to the desired room, using the **Rooms** tab.

5.2 Connecting CAE simulators using a wired connection

IMPORTANT: To connect a wired CAE simulator, a CAE Simulator Bridge is required, which can be purchased separately.

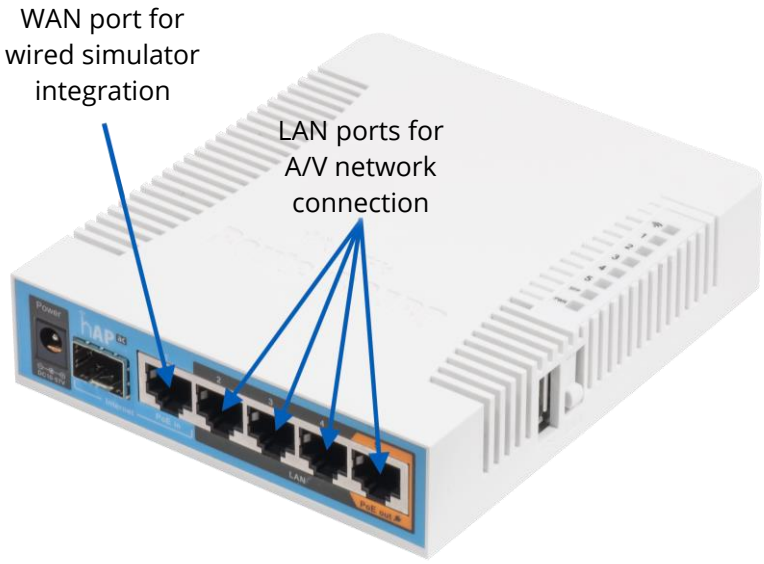
In case of using a CAE simulator with a wired connection, do the following:

5.2.1 Connect a switch to Port 2 (A/V network) with an Ethernet cable.



Connect Server Port 2 (A/V network) on the back of the server

5.2.2 Connect your CAE Simulator Bridge to the switch with an Ethernet cable.



CAE Simulator Bridge and ports

Make sure to use a LAN port on the CAE Simulator Bridge to connect to the switch. The LAN ports of the CAE Simulator Bridge are dedicated to the A/V network.

5.2.3 Connect your simulator with an Ethernet cable to the WAN port of the CAE Simulator Bridge.

5.2.4 Make sure the simulator is turned ON.

5.2.5 Check for the simulator in the **Simulators** panel in **System → Simulators** if it is listed. (It will appear in 10-30 seconds.)

5.2.6 Click the desired icon in the **Controls** column to add or remove the simulator.

5.2.7 To add the simulator to the desired room, use the **Rooms** tab.

5.3 Connecting third-party (non-CAE) simulators

Third-party (non-CAE) simulator signals are captured using display capture technology.

IMPORTANT: To connect a third-party simulator, a CAE DCU (display capture unit) is required, which can be purchased separately.

In case of using third-party simulators, do the following:

5.3.1 Check the video output of the waveform display of the third-party simulator; it can be VGA, DVI, HDMI.

5.3.2 Select the appropriate video cable or adapter you need for connecting the simulator to CAE DCU's frame grabber:

NOTE: The CAE DCU's frame grabber has a DVI input.

a. Use a **VGA to DVI video cable** to capture signals from non-CAE simulators with VGA output.
b. Use a **DVI to DVI video cable** to capture signals from non-CAE simulators with DVI output.
c. Use an **HDMI to DVI adapter** capture signals from non-CAE simulators with HDMI output. Plug the adapter to a DVI cable.

5.3.3 Run the appropriate video cable to the input of the frame grabber and the output of the simulator and connect them.

5.3.4 You need to locate the DCU on the **Cameras** tab and add it to a room on the **Rooms** tab.

CAE**LearningSpace**

caehealthcare.com

For more information about CAE Healthcare products, contact your regional sales manager or the CAE Healthcare distributor in your country or visit caehealthcare.com. Tel +1 941-377-5562 or 866-233-6384

For customer service, please contact CAE Healthcare.

United States

Monday - Friday
from 7:00 a.m. to 6:00 p.m.
ET Phone 1-866-462-7920

Canada

Monday - Friday
from 8:00 a.m. to 5:00 p.m.
ET Phone 1-877-223-6273

International

Monday - Friday
from 7:00 a.m. to 6:00 p.m.
ET Phone + 1-514-341-6780

LearningSpace Customer Service by Email
avs-support@cae.com

©2019 CAE Healthcare
905K463452