

SAS® OnDemand for Academics: Forecast Server

Instructor Registration Instructions

1. Visit the following Web site to begin:
<http://support.sas.com/ctx3/sodareg/index.html>
2. Enter your e-mail address and SAS Profile password in the appropriate boxes. If you do not have a SAS Profile or have forgotten your SAS Profile credentials, continue with this section. Otherwise, continue to Step 3.

The screenshot shows the SAS OnDemand for Academics Control Center login page. At the top left is the SAS logo with the tagline "THE POWER TO KNOW." At the top right, it says "SAS® OnDemand for Academics Control Center". Below the header, there is a blue bar with "SAS® OnDemand for Academics" and "Access the power of SAS software through the Internet." The main content area contains a message: "The SAS® Control Center uses the same userid and password as the SAS Profile. If you are a new user, [create a SAS Profile](#) to get started. If you are an existing user, please enter your e-mail address and SAS Profile password below." There are two input fields: "E-mail address:" and "Password:". Below the password field is a blue "Enter" button. At the bottom of the form area, there are two links: "[New User?](#)" and "[Forgot Your Password?](#)". At the very bottom of the page, there is a footer with links: "Contact Us | Server Status | Terms of Use & Legal Information | Privacy Statement" and "Copyright © 2011 SAS Institute Inc. All Rights Reserved. | Release 3.6.11_2011.08.24a".

- If you do not have a SAS Profile associated with your e-mail address, select the **Create a SAS Profile** or **New User?** link.
- If you do have a SAS Profile, enter your SAS Profile Password or select **Forgot Your Password?**

The screenshot shows the SAS OnDemand for Academics Control Center login page. At the top left is the SAS logo with the tagline 'THE POWER TO KNOW.'. At the top right, it says 'SAS® OnDemand for Academics Control Center'. Below the header is a blue bar with 'A A' on the left and 'SAS® OnDemand for Academics' in the center, with the subtitle 'Access the power of SAS software through the Internet.' Below this is a grey box containing instructions: 'The SAS® Control Center uses the same userid and password as the SAS Profile. If you are a new user, [create a SAS Profile](#) to get started. If you are an existing user, please enter your e-mail address and SAS Profile password below.' There are two input fields: 'E-mail address:' and 'Password:'. Below the password field is a blue 'Enter' button. At the bottom of the form area are two links: '[New User?](#) | [Forgot Your Password?](#)'. At the very bottom of the page, there is a footer with links: 'Contact Us | Server Status | Terms of Use & Legal Information | Privacy Statement' and copyright information: 'Copyright © 2011 SAS Institute Inc. All Rights Reserved. | Release 3.6.11_2011.08.24a'.

- Enter your information in the required fields to create or update your SAS Profile.

The screenshot displays the 'My SAS Profile' page. At the top left is the SAS logo with the tagline 'THE POWER TO KNOW.'. Below the logo is a blue header bar with the text 'My SAS Profile'. The main content area is titled 'Required Information' and contains a form with the following fields:

- * required fields
- * First Name
- * Last Name
- * Company/Organization
- * Country
- * E-mail

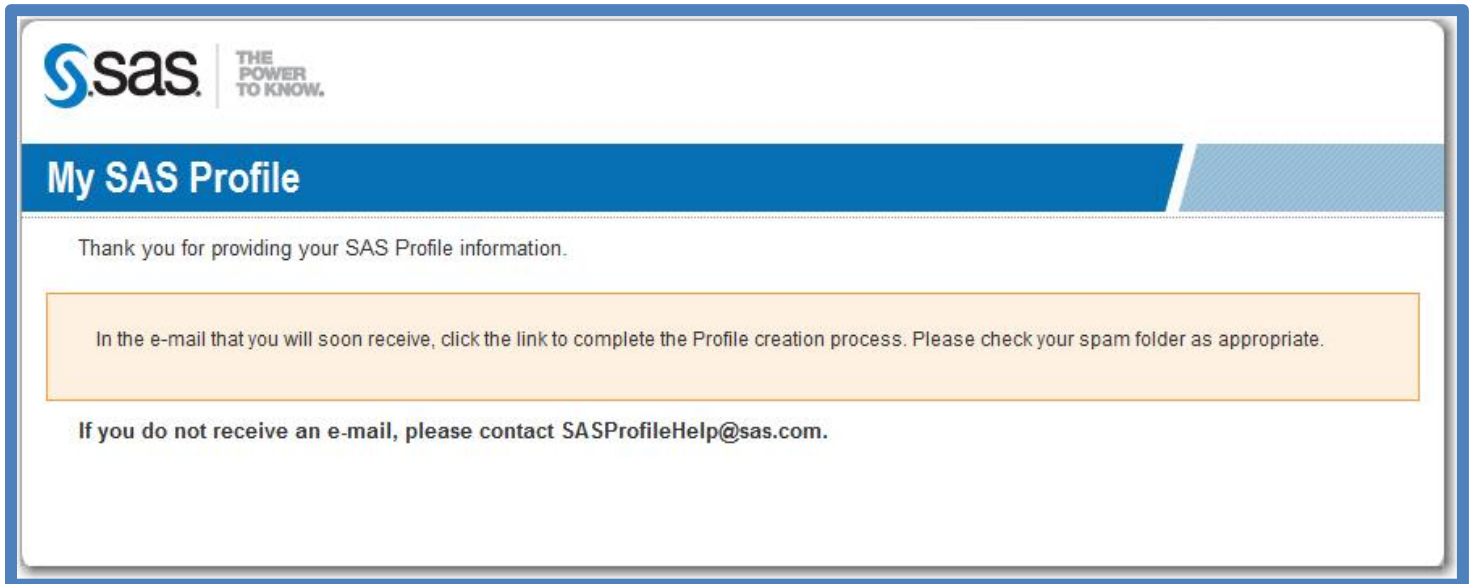
Below the E-mail field, there is a privacy notice: "We value your [privacy](#) and will not sell, rent or lease your information to others."

The 'E-mail Permission' section asks: "Would you like to receive occasional e-mails highlighting white papers, training courses and events? ([learn more](#))". Below this question are two radio buttons: "Yes" and "No".

An orange callout box contains the text: "After clicking the Create Profile button, you'll receive an e-mail with instructions to create your password and complete the Profile creation process. Please check your spam folder as appropriate."

At the bottom center of the form is a blue button labeled "Create Profile".

- A verification e-mail will be sent. Select the link located in the e-mail.



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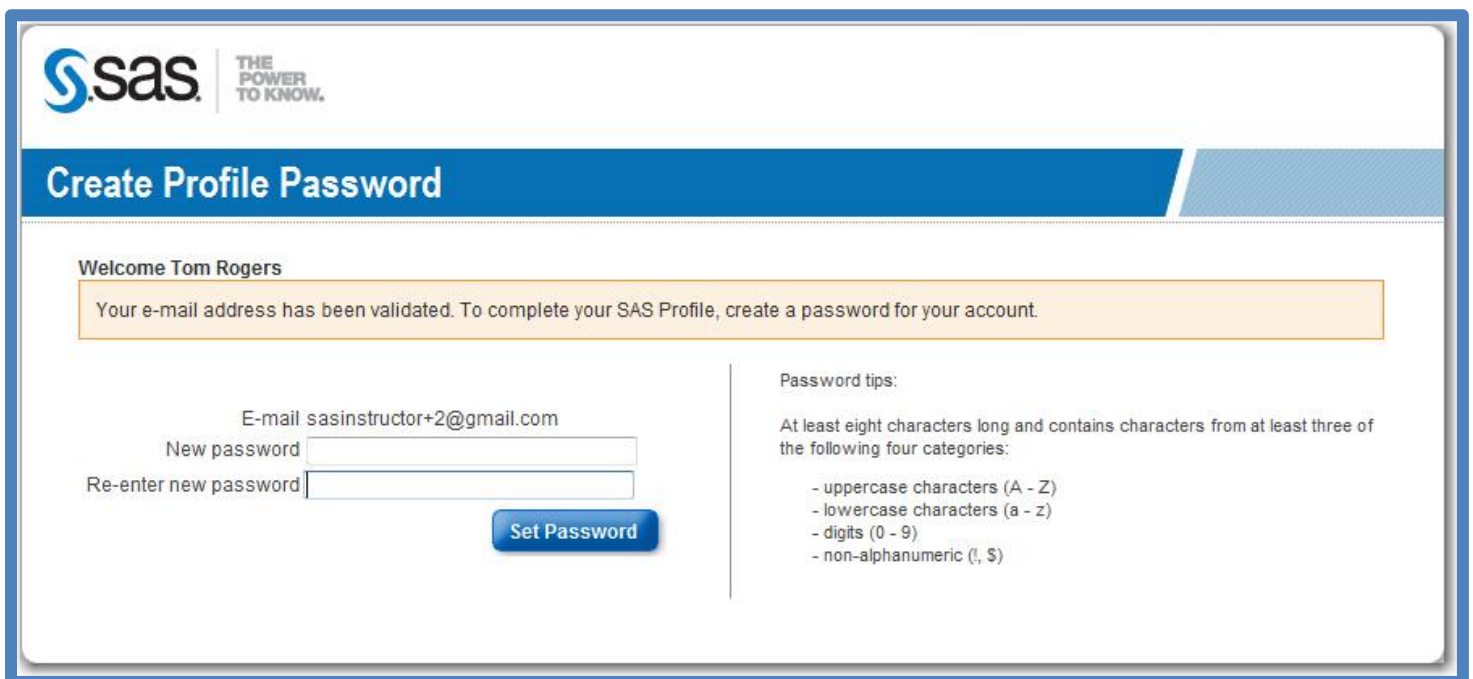
My SAS Profile

Thank you for providing your SAS Profile information.

In the e-mail that you will soon receive, click the link to complete the Profile creation process. Please check your spam folder as appropriate.

If you do not receive an e-mail, please contact SASProfileHelp@sas.com.

- Create a SAS Profile Password.



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Create Profile Password

Welcome Tom Rogers

Your e-mail address has been validated. To complete your SAS Profile, create a password for your account.

E-mail sasinstructor+2@gmail.com

New password

Re-enter new password

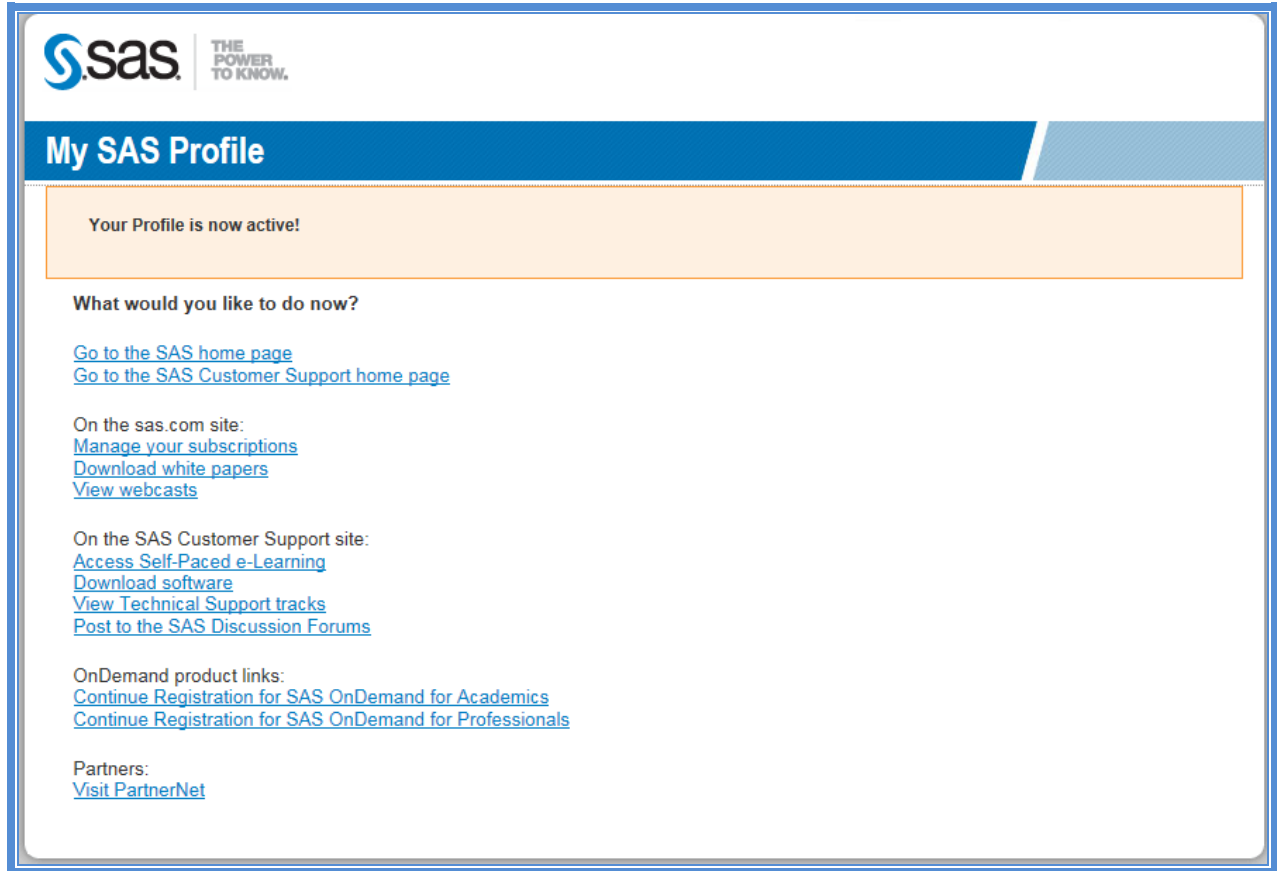
Set Password

Password tips:

At least eight characters long and contains characters from at least three of the following four categories:

- uppercase characters (A - Z)
- lowercase characters (a - z)
- digits (0 - 9)
- non-alphanumeric (!, \$)

- Select the **Continue Registration for SAS OnDemand for Academics** link to return to the SAS OnDemand for Academics Control Center.



The screenshot displays the 'My SAS Profile' page. At the top left is the SAS logo with the tagline 'THE POWER TO KNOW.'. Below the logo is a blue header bar with the text 'My SAS Profile'. A light orange box contains the message 'Your Profile is now active!'. Underneath, the heading 'What would you like to do now?' is followed by several categories of links: 'Go to the SAS home page' and 'Go to the SAS Customer Support home page'; 'On the sas.com site:' with links for 'Manage your subscriptions', 'Download white papers', and 'View webcasts'; 'On the SAS Customer Support site:' with links for 'Access Self-Paced e-Learning', 'Download software', 'View Technical Support tracks', and 'Post to the SAS Discussion Forums'; 'OnDemand product links:' with links for 'Continue Registration for SAS OnDemand for Academics' and 'Continue Registration for SAS OnDemand for Professionals'; and 'Partners:' with a link for 'Visit PartnerNet'.

- Enter your e-mail address and SAS Profile password in the appropriate boxes.

The screenshot shows the SAS OnDemand for Academics Control Center login page. At the top left is the SAS logo with the tagline 'THE POWER TO KNOW.' At the top right is the text 'SAS® OnDemand for Academics Control Center'. Below the logo is a navigation bar with 'A A' on the left. The main content area has a blue header with 'SAS® OnDemand for Academics' and 'Access the power of SAS software through the Internet.' Below this is a grey box with instructions: 'The SAS® Control Center uses the same userid and password as the SAS Profile. If you are a new user, [create a SAS Profile](#) to get started. If you are an existing user, please enter your e-mail address and SAS Profile password below.' There are two input fields: 'E-mail address:' and 'Password:'. Below the password field is a blue 'Enter' button. At the bottom of the form area are two links: '[New User?](#) | [Forgot Your Password?](#)'. At the very bottom of the page is a footer with links: 'Contact Us | Server Status | Terms of Use & Legal Information | Privacy Statement' and 'Copyright © 2011 SAS Institute Inc. All Rights Reserved. | Release 3.6.11_2011.08.24a'.

3. Choose the **I am an Instructor** button to register as an instructor.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Using SAS® OnDemand for Academics

We are going to guide you through several screens to collect information about your institution and your use of SAS® OnDemand for Academics.

How do you plan to use SAS® OnDemand for Academics?

Please choose:

- I am an Instructor: I plan to teach with SAS® OnDemand for Academics.
- I am a Student: I am taking a course that uses SAS® OnDemand for Academics.
- I am an Academic Researcher: I plan to use SAS® OnDemand for Academics for academic research and I have a registration key.

Next

4. Select the country that your school is located in.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

School Location:

Please identify the country where your institution is located.

Country:*
Please Choose ▼

Next

5. Select the state that your school is located in.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

School Location:

Please identify the State where your institution is located.

State: *

Please choose:

Next

6. Select your institution.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Select your institution

Please select your school from the list provided below.

Institution: *

Please Select

Next

7. To verify your status as an instructor, please enter a contact name, contact phone number, and contact e-mail address.

SAS® OnDemand for Academics

Access the power of SAS software through the Internet.

Verification:

We need to confirm that you are an instructor at your institution. Please provide information about someone that we may contact who will be able to verify your status as an instructor.

Contact Title:*

Contact Name:*

Contact Phone:*

Contact E-Mail:*

Feedback:

We occasionally contact our users to solicit for feedback about SAS OnDemand for Academics. If you do not wish to be contacted, then uncheck the box below.

Opt In

You may contact me regarding SAS® OnDemand for Academics

Next

8. Verify your registration details and then select **Submit Registration**. Select **Change Information** if you would like to change your profile information.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Registration Details:

Please review the information you have entered. If it is correct, then click Submit Registration. Otherwise, click Change Information.

Profile Information:

E-Mail:
odatest002+sasFSInstructor2@gmail.com

Name:
Tom Rogers

State:
NC

Country:
US

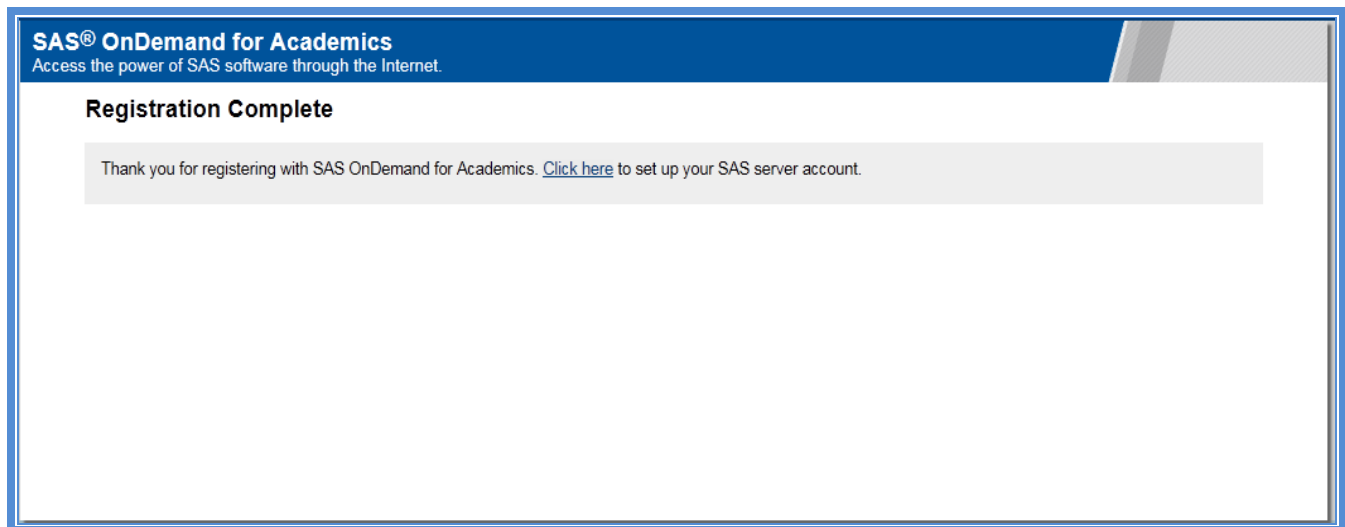
Institution:
SAS Institute (Cary)

Instructor Verification Contact:
Dean
Tom Rogers
555-555-5555
odatest002+sasFSInstructor2@gmail.com

Allow us to contact you regarding SAS® OnDemand for Academics:
Yes

[Change Information](#) [Submit Registration](#)

9. Your registration is complete. Select the **Click here** link to continue.



The screenshot shows a web page with a blue header. The header contains the text "SAS® OnDemand for Academics" and "Access the power of SAS software through the Internet." Below the header, the main content area has the heading "Registration Complete". Underneath this heading, there is a light gray box containing the text: "Thank you for registering with SAS OnDemand for Academics. [Click here](#) to set up your SAS server account."

10. Carefully review the Software License Agreement. If you agree, click the **Agree** button and select **Enter**.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Review the Software License Agreement

Please review the license below. You must agree with the license to continue your registration with SAS® OnDemand for Academics.
If you agree to the terms on the license, select "Agree" below.

Agree:

Decline:

Enter

License Terms:
SAS® License Agreement

11. Create a userid that you would like to use to log on to SAS® Forecast Server.

- You will use this userid and your SAS Profile password to log on to SAS® Forecast Server.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Create a userid for the SAS Cloud

You must use a unique userid when you log on to SAS® OnDemand for Academics software applications such as SAS® Enterprise Guide.
We have suggested a SAS Server userid for you. If you would like to use a different userid, please enter it below. Note: Special characters (such as & or * or ") are not allowed. Underscore characters (_) are OK.

What SAS Server userid would you like to use?


To create the SAS Server userid, click Enter. It may take a minute or two, please be patient.

Enter

12. From your Home Page, select **Register a course** to create a course.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Home Page for Instructor: Tom Rogers


 Your SAS Server userid is **tomrogers_exptst2**
Use this userid when you log on to the SAS Server.

- Your current institution is: **SAS Institute (Cary)**
- Your Account Status is: **Active**.
- [Register a course:](#)
Register a course to select software and make it available to your students.

There are no courses currently registered. Register a course to make it available to your students. Once a course is registered, you will be able to download and install appropriate SAS® OnDemand for Academics software.

Additional Resources

Please note that several of the links below will direct your browser away from the Control Center. Use your browser's Back button to return.

- [Main Support Site](#)
- [Account Status](#)
- [SAS Server Availability](#)
- [Download SAS® OnDemand for Academics license agreement](#)  [PDF]

13. Enter your course information and choose the software application that you want to use to teach the course.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Register A Course

Items marked * are required.

Course Information:
Institution: SAS Institute (Cary)

Course Name: *

(example: STA 311)

Course Description: *

Section Number: *

What level is this course? *
Please choose:

Course Start Date: *
Jan 01 2011
(MM/DD/YYYY)

Course End Date: *
Jan 01 2011
(MM/DD/YYYY)

Anticipated Maximum Class Size: *
 0

Software Client: *
Please choose:

14. Your course registration is now complete. You may now choose to either explore additional information about SAS® OnDemand for Academics or select **Return** (to go back to the Home Page) to begin the process of accessing your software.

The screenshot shows the SAS OnDemand for Academics interface. At the top, there is a blue header with the text "SAS® OnDemand for Academics" and "Access the power of SAS software through the Internet." Below the header, the page title is "Register A Course". The main content area is titled "Course Registration Complete" and contains a message: "Your course registration is complete. If you selected Enterprise Miner or Forecast Server, it may take up to one business day for the system to activate the components for your course." Below this message is a list of three links: "Show me more information about working with my course.", "Visit the Support site for SAS® OnDemand for Academics", and "Return".

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Register A Course

Course Registration Complete


Your course registration is complete. If you selected Enterprise Miner or Forecast Server, it may take up to one business day for the system to activate the components for your course.

- [Show me more information about working with my course.](#)
- [Visit the Support site for SAS® OnDemand for Academics](#)
- [Return](#)

15. The course table lists the course or courses that you have created. To begin the process of accessing SAS® Forecast Server, select the **Get Software** link from the table row for the appropriate course.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Home Page for Instructor: Tom Rogers

 Your SAS Server userid is **tomrogers_expts12**. Use this userid when you log on to the SAS Server.


- Your current institution is: **SAS Institute (Cary)**
- Your Account Status is: **Active**.
- [Register a course:](#)
Register a course to select software and make it available to your students.

Use the *info* link for a course to get information about your course setup, including instructions for storing data on the server.

COURSE		SOFTWARE	DOWNLOAD	START DATE	REGISTERED
Stat345 - Sec. 01: Business Forecasting	info edit	FS3.1	Get Software	01Jan2012	04Nov2011
STAT205 - Sec. 01: Introduction to Data Mining	info edit	FS3.1	Get Software	01Jan2012	04Nov2011

Additional Resources

Please note that several of the links below will direct your browser away from the Control Center. Use your browser's Back button to return.

- [Main Support Site](#)
- [Account Status](#)
- [SAS Server Availability](#)
- [Download SAS® OnDemand for Academics license agreement](#)  [PDF]

16. Select **SAS® OnDemand for Academics: Forecast Server Configuration**. Follow the configurations steps to ensure that you have the required Java Runtime Environment (JRE).

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Configure or Start Your Software

Configuring Your System for SAS® OnDemand for Academics: Forecast Server

You must complete this section before you attempt to use SAS® OnDemand for Academics: Forecast Server.

1. Review [SAS® OnDemand for Academics: Forecast Server Configuration](#) to ensure that your system is prepared to run SAS® OnDemand for Academics: Forecast Server.
2. To start SAS® OnDemand for Academics: Forecast Server refer to the next section.

Starting SAS® OnDemand for Academics: Forecast Server

1. Start [SAS® OnDemand for Academics: Forecast Server](#)
2. When prompted, log on to Forecast Server with your User ID and Password.
3. After your Forecast Server logon is complete, you will be prompted to choose an environment. For this course, choose C690.

[Return](#)

17. Select **Start SAS® OnDemand for Academics: Forecast Server** to launch SAS® Forecast Server.

SAS® OnDemand for Academics
Access the power of SAS software through the Internet.

Configure or Start Your Software

Configuring Your System for SAS® OnDemand for Academics: Forecast Server

You must complete this section before you attempt to use SAS® OnDemand for Academics: Forecast Server.

1. Review [SAS® OnDemand for Academics: Forecast Server Configuration](#) to ensure that your system is prepared to run SAS® OnDemand for Academics: Forecast Server.
2. To start SAS® OnDemand for Academics: Forecast Server refer to the next section.

Starting SAS® OnDemand for Academics: Forecast Server

1. Start [SAS® OnDemand for Academics: Forecast Server](#)
2. When prompted, log on to Forecast Server with your User ID and Password.
3. After your Forecast Server logon is complete, you will be prompted to choose an environment. For this course, choose C690.

[Return](#)

18. When you start **SAS® OnDemand for Academics: Forecast Server**, you will be prompted to select an environment. Your environment is equal to the number of the course that you registered. To find this course number, do the following:

1. Return to or log on to your SAS OnDemand for Academics home page.
2. From the Course table, locate the appropriate SAS Forecast Server course.
3. Click **Get Software**.
4. Review the section called *Starting SAS® OnDemand for Academics: Forecast Server*. The environment for your course will be listed in Step 3 (see highlighted area in the graphic below).

Share the environment information with your students so that they know which environment to select when they log on to SAS Forecast Server.

SAS® OnDemand for Academics

Access the power of SAS software through the Internet.

Configure or Start Your Software

Configuring Your System for SAS® OnDemand for Academics: Forecast Server

You must complete this section before you attempt to use SAS® OnDemand for Academics: Forecast Server.

1. Review [SAS® OnDemand for Academics: Forecast Server Configuration](#) to ensure that your system is prepared to run SAS® OnDemand for Academics: Forecast Server.
2. To start SAS® OnDemand for Academics: Forecast Server refer to the next section.

Starting SAS® OnDemand for Academics: Forecast Server

1. Start [SAS® OnDemand for Academics: Forecast Server](#)
2. When prompted, log on to Forecast Server with your User ID and Password.
3. After your Forecast Server logon is complete, you will be prompted to choose an environment. For this course, choose *C690*.

[Return](#)