



STUDENT'S MANUAL

REQUEST VM SYSTEM

INTRODUCTION



“The Request VM system facilitates students to request a VM for project, research, assignment or self-study.”

How to Use the Request VM System

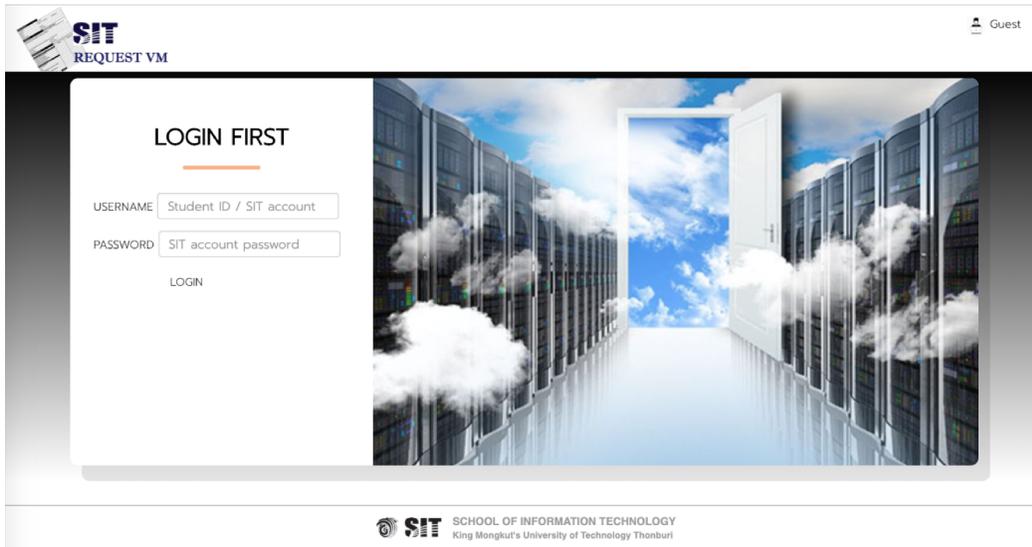


1 URL

<https://requestvm.sit.kmutt.ac.th>



2 Log in



Log in with your SIT account



3 To submit a request

- 1) Click **New Request** button
- 2) Fill your request details
 - Email
 - Phone
 - Project Name (purpose of request)
 - Subject
 - Hostname
 - Expiration
 - OS
 - Details
 - Approver or Advisor

3) Click **Submit** button



4

Request management

| Request Id | Student Id | Student Name | Request Date | Advisor | Status | Modify |
|------------|------------|--------------|------------------------|-----------|------------------|---|
| 18 | 52000000 | ช่อทิพย์ | 2019-01-04 23:58:13 | infraut01 | Wait for approve | Details Delete Extend |

- When you submit a request
 - the system will show you the details of your request. Click [Details](#) to see more request details.
 - the request will be sent to the Approver or Advisor that you have indicated in the request.
- the request can be cancelled by clicking the button [Delete](#)
- The Request can be extended expired date by clicking [Extend](#). the request will be sent to approver or advisor again.



5

Request status

Waiting for approve

Your request is sent to an approver or an advisor and waiting for his/her approve.

Preparing VM

Your request is approved and admin is preparing the VM.

Active

Your VM is ready to use.

Expired

Your VM is expired and will be destroyed in 7 days.

Not approved

Your request is rejected.

Destroyed

Your VM is deleted from SIT server.

The Request Process

