

# CAELearningSpace

## Ultraportable System Setup Guide



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 UltraPortable 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 UltraPortable system includes the following components:

- CAE LearningSpace software (web-based)
- Laptop (Toughbook)
- Cameras
- Storage case
- Display Capture Unit (frame grabber)

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 bottom of the Toughbook.

# CAE LearningSpace

## UltraPortable System Setup Guide

### Welcome to CAE LearningSpace!

The present guide helps you get started using CAE LearningSpace - intelligent recording, easy debriefing. It explains how to get your system started.

1.0 Equipment .....	5
1.1 Equipment in the upper lid of the case.....	5
1.2 Equipment in the bottom of the case .....	6
2.0 Unpack and Setup Equipment.....	8
2.1 Setting up the laptop: initial steps .....	8
2.2 Set Up Cameras .....	9
3.0 Initial Network Setup.....	12
4.0 Licensing .....	14
5.0 Initial System Setup.....	16
6.0 UltraPortable as a Satellite Unit .....	18
7.0 Connecting simulators .....	20
7.1 Connecting CAE simulators wirelessly .....	20
7.2 Connecting CAE simulators using a wired connection.....	21
7.3 Connecting third-party (non-CAE) simulators .....	21

# 1.0 Equipment

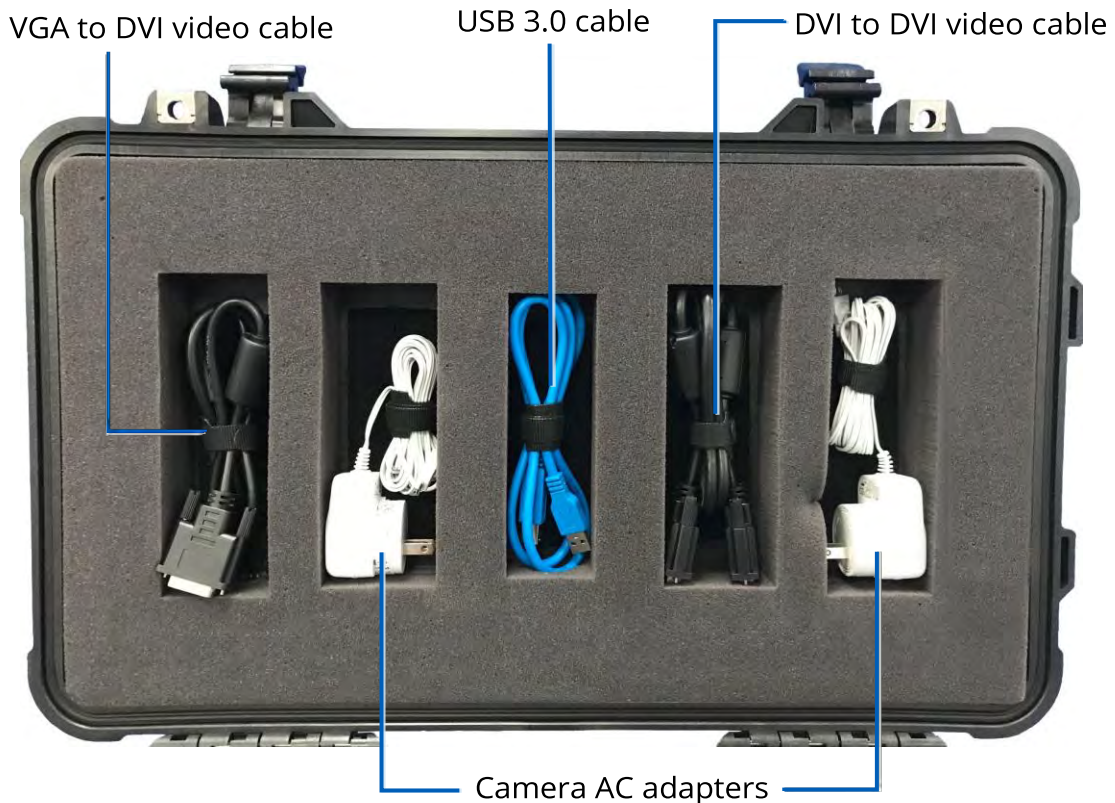
This section walks you through the equipment you received in your CAE LearningSpace UltraPortable rolling case.

**NOTE:** Unpacking and set up is explained in the following section (see **2.0 Unpack and Setup Equipment**)



*CAE LearningSpace UltraPortable Equipment*

## 1.1 Equipment in the upper lid of the case





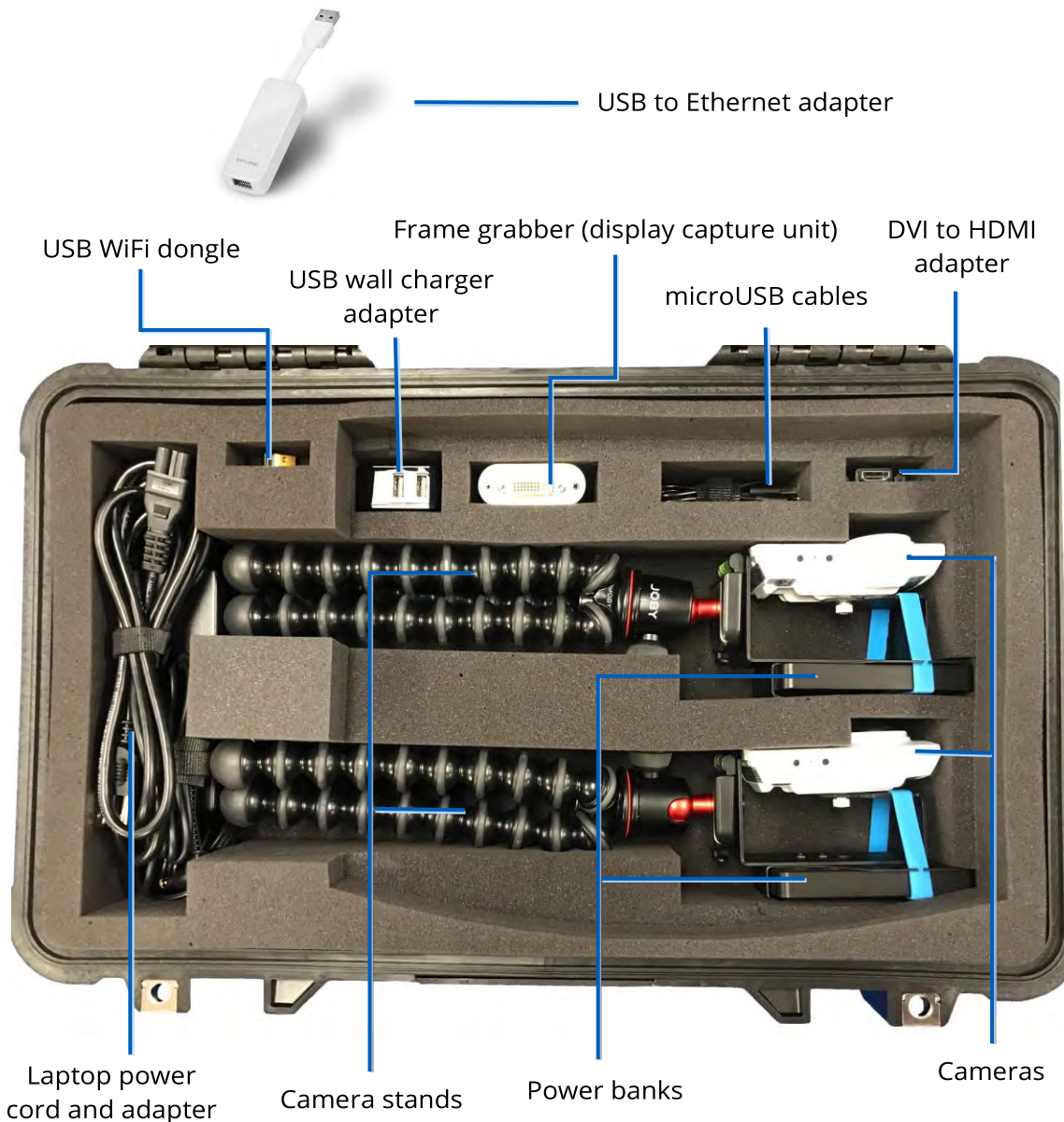
**VGA to DVI video cable:** for capturing signals from third-party simulators with VGA output.

**USB 3.0 cable:** for connecting the frame grabber (display capture unit) to the laptop. The frame grabber is needed if you use a non-CAE simulator. (See more at **Frame grabber**, p. 7.)

**Camera AC adapters:** for powering cameras directly from a power socket. Our recommendation is to use primarily power banks (see more in the following).

**DVI to DVI video cable:** for capturing signals from third-party simulators with DVI output or HDMI output using the DVI to HDMI adapter.

## 1.2 Equipment in the bottom of the case



---

**USB to Ethernet adapter:** for wired connection to CAE simulators.

**USB WiFi dongle:** for wireless connection to CAE simulators.

**USB wall charger adapter:** dual port USB plug charger to charge the power banks for the cameras; USB to microUSB cables needed, which are included.

**Frame grabber:** display capture unit with DVI input port for video input from non-CAE simulators. Capable of capturing DVI (cable included), HDMI (adapter included), and VGA (VGA to DVI cable included). Has USB 3.0 video output on its other end and needs to be plugged to the laptop with a USB 3.0 cable (included).

**Micro USB cables:** USB to micro USB cables for connecting the cameras to the power banks and charging the power banks from the USB wall charger.

**HDMI to DVI adapter:** for capturing signals from third-party simulators with HDMI output.

**Laptop power cord and adapter:** for powering the laptop.

**Power banks:** primary power source of the cameras.

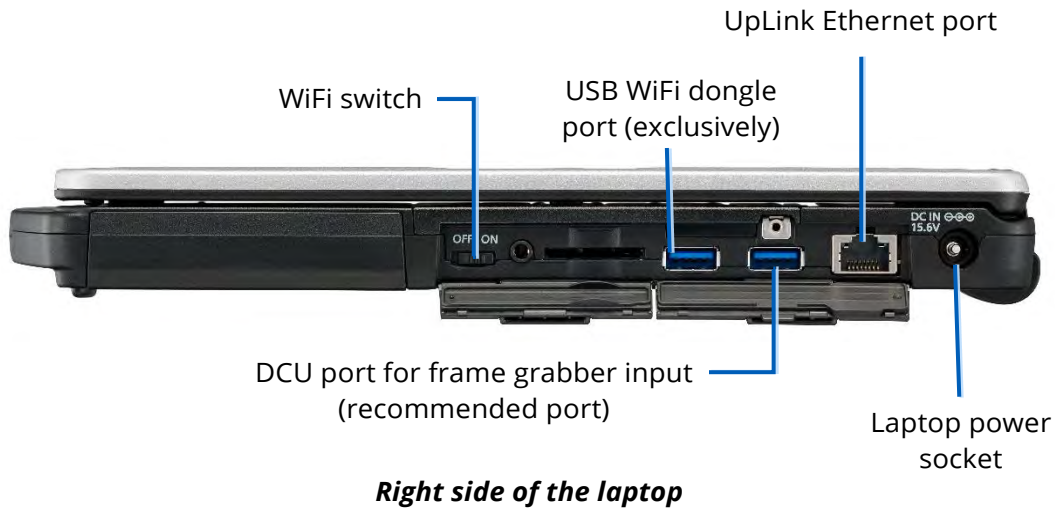
**Cameras:** Network cameras with a microUSB port on the back for power only. (USB to microUSB cables included.)

**Camera stands:** durable tripods with flexible legs.

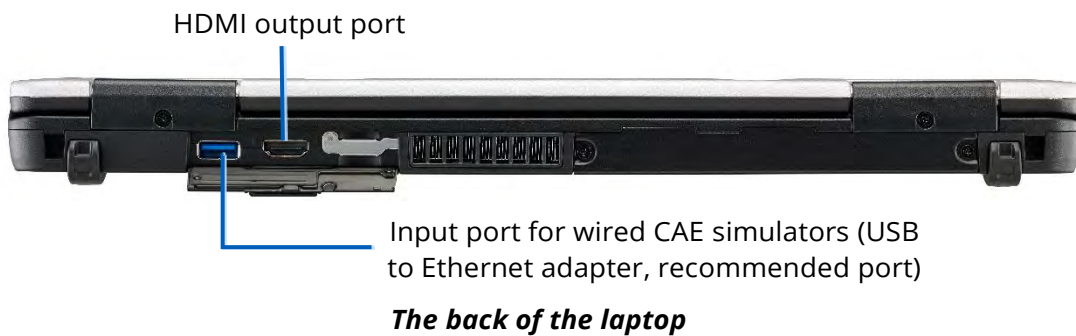
## 2.0 Unpack and Setup Equipment

### 2.1 Setting up the laptop: initial steps

- 2.1.1 Unwind the laptop power cord and plug it into a power outlet.
- 2.1.2 Remove the laptop from the case.



**NOTE:** Make sure the WiFi switch is turned **ON**. Otherwise, the cameras will fail to connect to the UltraPortable (see 2.2 Set Up Cameras).



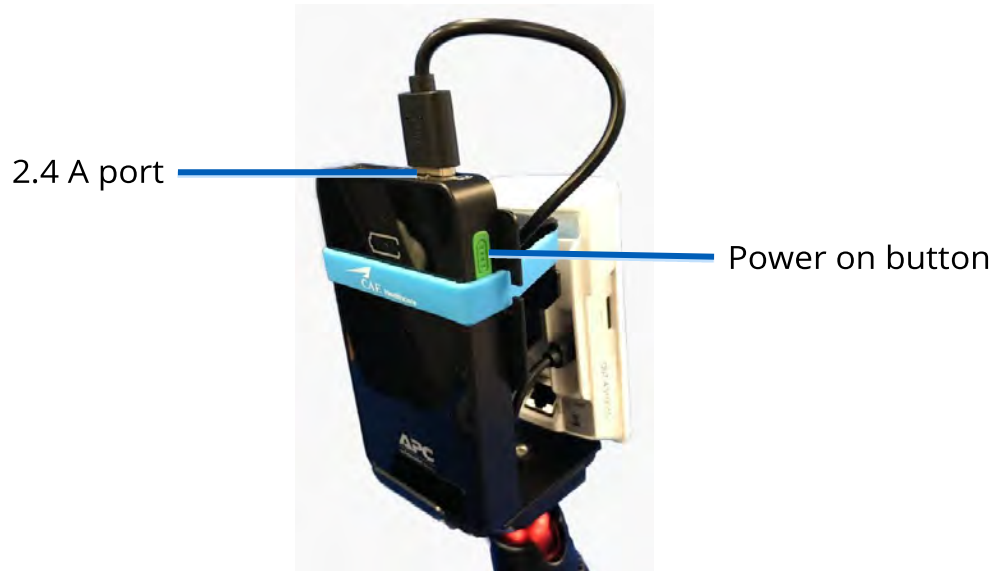
**NOTE:** The port recommended for the DCU (right side) and the port for CAE simulators which require a wired connection (back) can be used alternately, but you can only switch between these two ports. The above setup is a recommendation.

- 2.1.3 Plug the laptop power adapter into the laptop.
- 2.1.4 Plug the Ethernet cable into the UpLink Ethernet port on the right side of the laptop.
- 2.1.5 Plug the USB WiFi dongle to its designated port and make sure it stays plugged in.
- 2.1.6 Power on the laptop.



## 2.2 Set Up Cameras

- 2.2.1 Take out the cameras from the case and connect them to each power bank at the **2.4 A** port with the USB to microUSB cables.



*Camera and power bank*

- 2.2.2 Press the green button on the side of the power bank to power on the camera.

### **Check after you successfully activated your CAE LearningSpace system:**

Cameras are connected to the UltraPortable unit's WiFi when the status LED indicator on the bottom of the camera displays a solid green light for 10 seconds, and the video feed appears on the CAE LearningSpace screen.

**IMPORTANT:** After using, be sure to unplug the cameras from the power banks to avoid any possible damage before putting them back in the case.

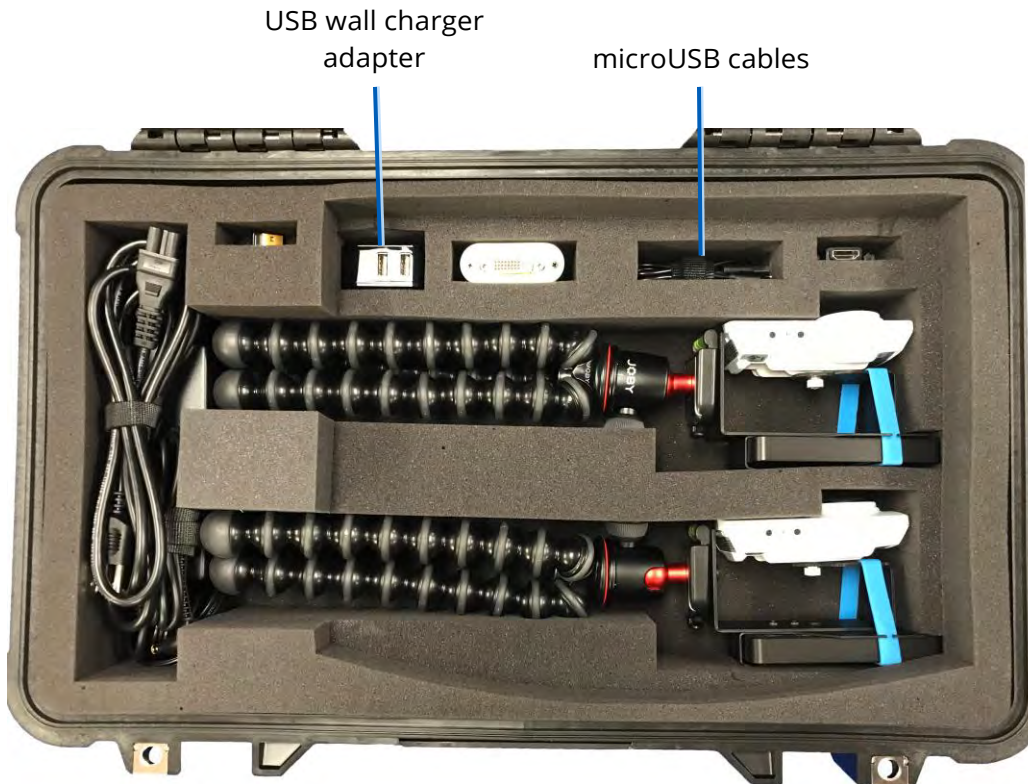
To power off a camera, remove the cord from the 2.4 A port of the power bank.



Status LED indicator

## 2.2.3 Recharging power banks

To safely recharge the power banks, use the **USB wall charger adapter** included in the case with the same **USB to microUSB cables** mentioned previously at **2.2.1**.



Safe recharge of the power banks is only ensured if you use the USB adapter and the USB to microUSB cables:

- Plug the USB wall charger adapter to a power source
- Plug each microUSB cable to the USB ports of the adapter
- Plug the cables into the microUSB ports of the power banks

**WARNING:** Do not use the white Axis AC adapters to recharge the power banks.

Even though the connectors of the white AC adapters are microUSB, the AC adapters are not compatible with the power banks and may damage the equipment.

Only use the white AC adapters if you need to power the cameras by AC power and not the power banks.

**TIP:** The power banks can be recharged while remaining strapped to the cameras:



Recharging cables

***Camera battery recharging cables***

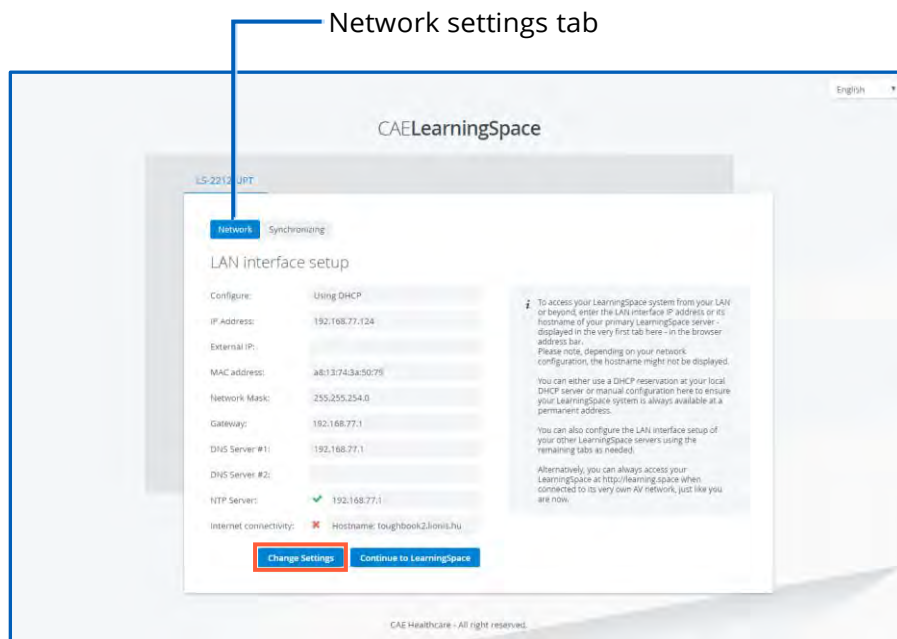
## 3.0 Initial Network Setup

By default, CAE LearningSpace products initialize network setup on the main interface via DHCP protocol. If that is not supported by the local network infrastructure, unique settings (e.g., static IP address) can be determined on the Network settings page.

- 3.1 Once your equipment is switched on, go to:  
***http://setup.learning.space***

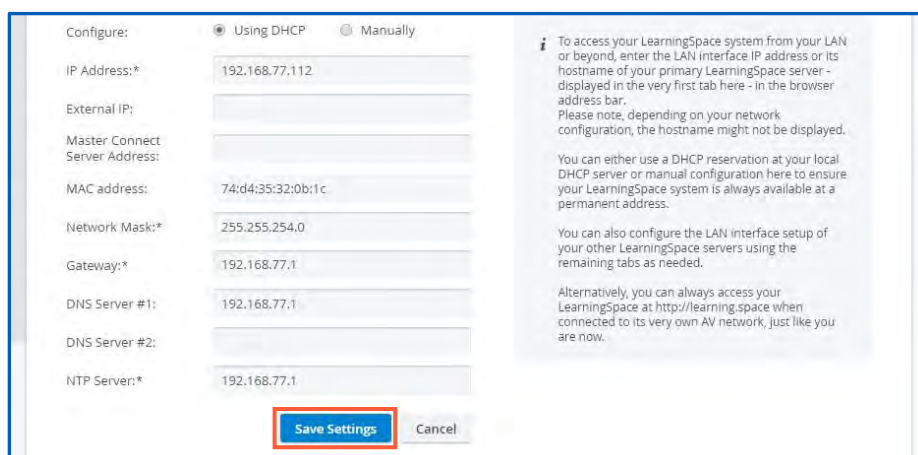
The **Network** settings page will be displayed.

- 3.2 (Optional) Network settings can be edited by clicking the **ChangeSettings** button.

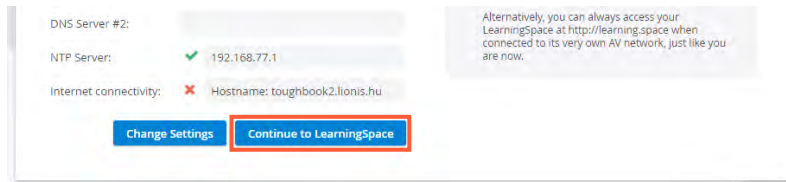


**Network settings screen**

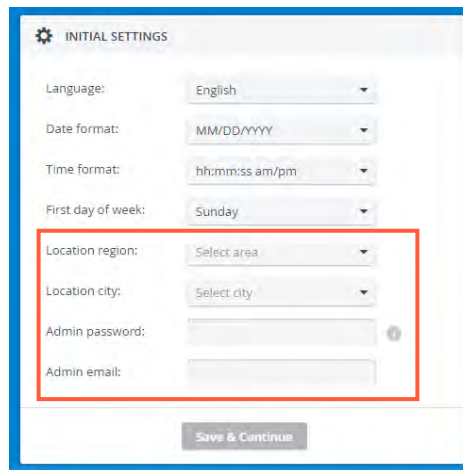
- 3.3 Network settings become editable; you can modify any field.



- 3.4 Click **Save Settings** to save the modifications or **Cancel** to navigate back without any settings changed.
- 3.5 Once you are done with the settings, click **Continue to LearningSpace** or enter **learning.space** in the browser.



**NOTE:** In case the license of the software was already activated (see **4.0**), the **Continue to LearningSpace** button or the **learning.space** URL directs you to the **Initial Settings** tab (see 5.3 in **5.0**), 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 5.2). If you need to activate the license, continue to **4.0**, then **5.0**. After license activation, use the default email address and password provided by the guide for the first login.

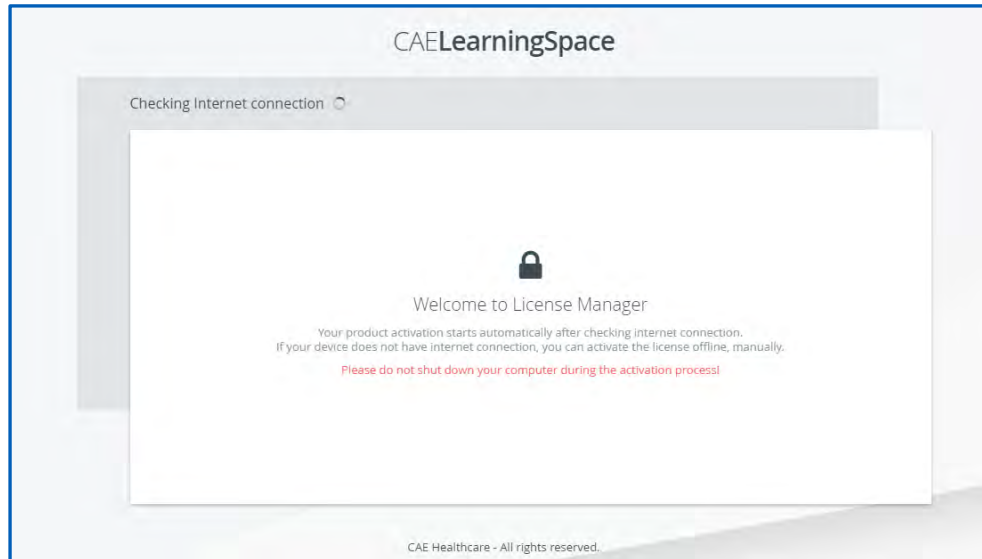


## 4.0 Licensing

Following the network setup, the purchased CAE LearningSpace software can be activated online by connecting to the Internet, or offline – if the internet connection was not detected successfully – by contacting our support team at CAE Healthcare.

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

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

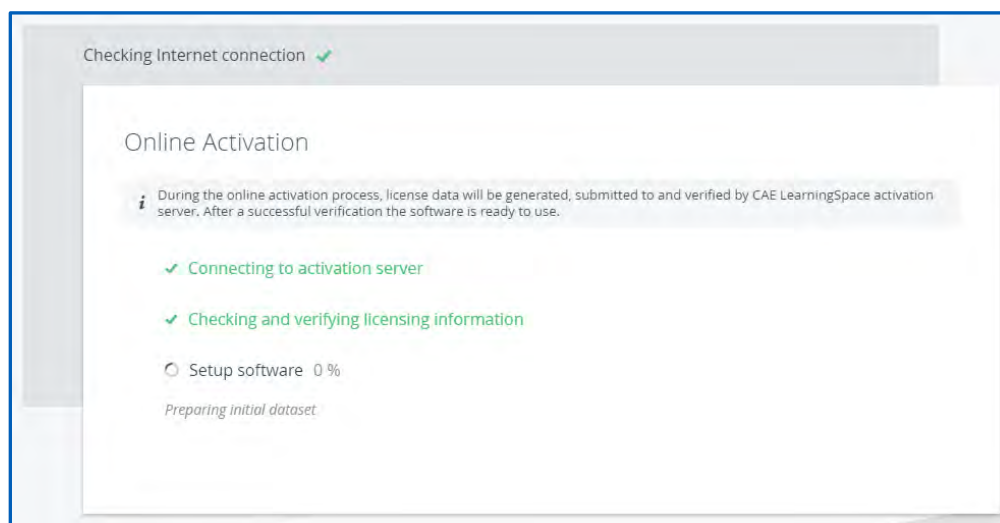


***Detecting internet connection on licensing page***

4.2 The system checks for internet connection.

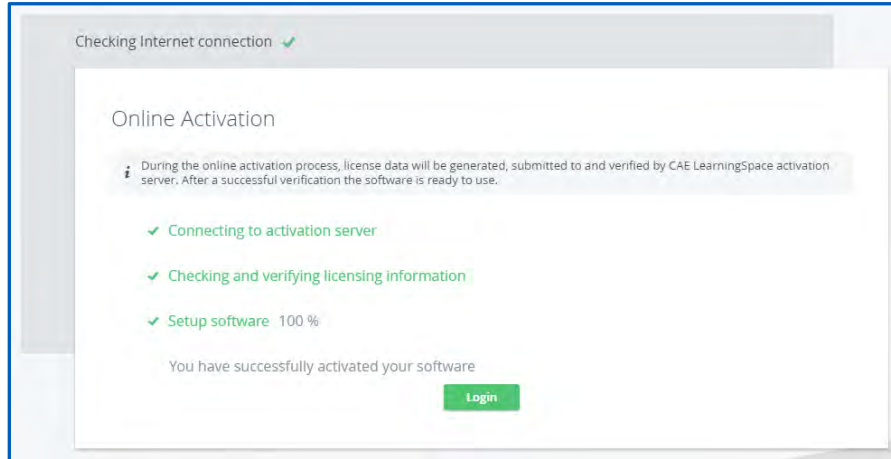
Click the **Start Activation** button on the licensing page to proceed.

### 4.2.1 Online activation



***Online licensing page***

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



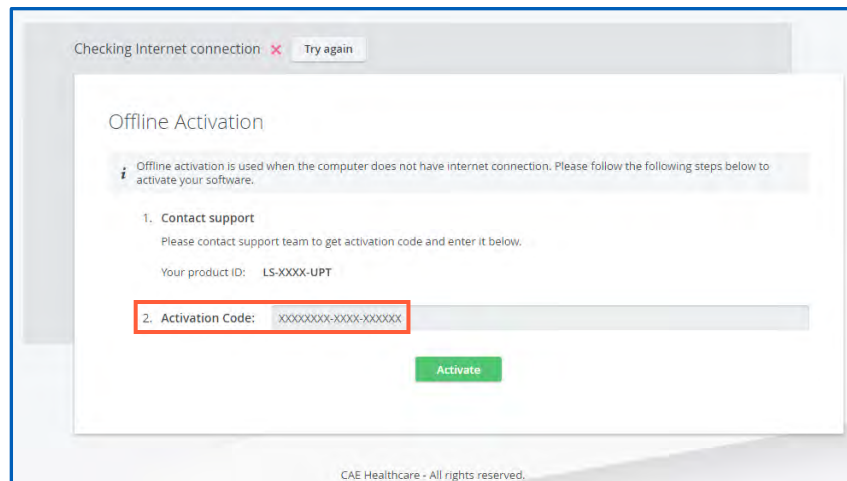
### ***Completed online licensing***

#### **4.2.2 Offline activation**

**IMPORTANT:** Please have the serial number of the CAE LearningSpace UltraPortable ready to identify your unit. You can find the serial number of your unit on the bottom of your laptop.

Call CAE LearningSpace support to receive your Activation Code.

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



### ***Offline licensing page***

Click **Activate** once you are finished.

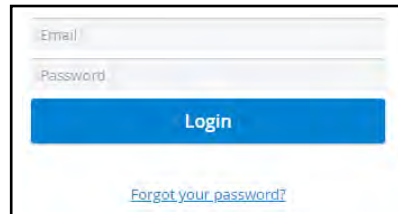
## 5.0 Initial System Setup

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



*The activation success message and login button*

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



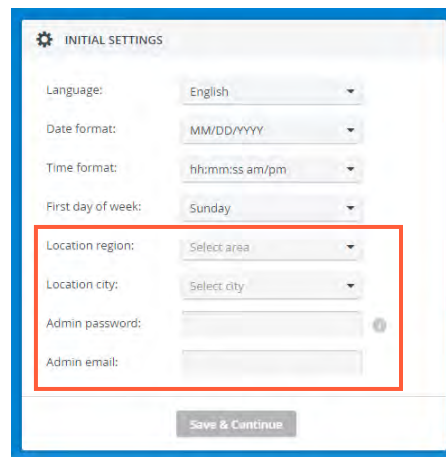
*LearningSpace login fields*

5.2 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.

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

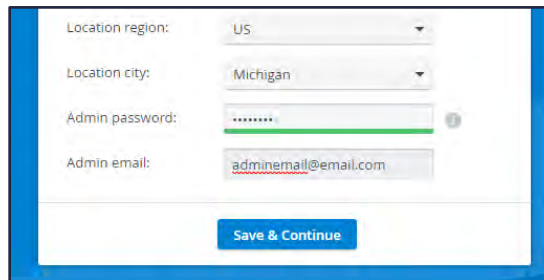


*Initial Settings tab*

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



The screenshot shows a form with four input fields and a button. The fields are: 'Location region' with a dropdown menu showing 'US'; 'Location city' with a dropdown menu showing 'Michigan'; 'Admin password' with a text input field containing seven asterisks and a green progress bar below it; and 'Admin email' with a text input field containing 'adminemail@email.com'. Below the fields is a blue button labeled 'Save & Continue'.

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

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

## 6.0 UltraPortable as a Satellite Unit

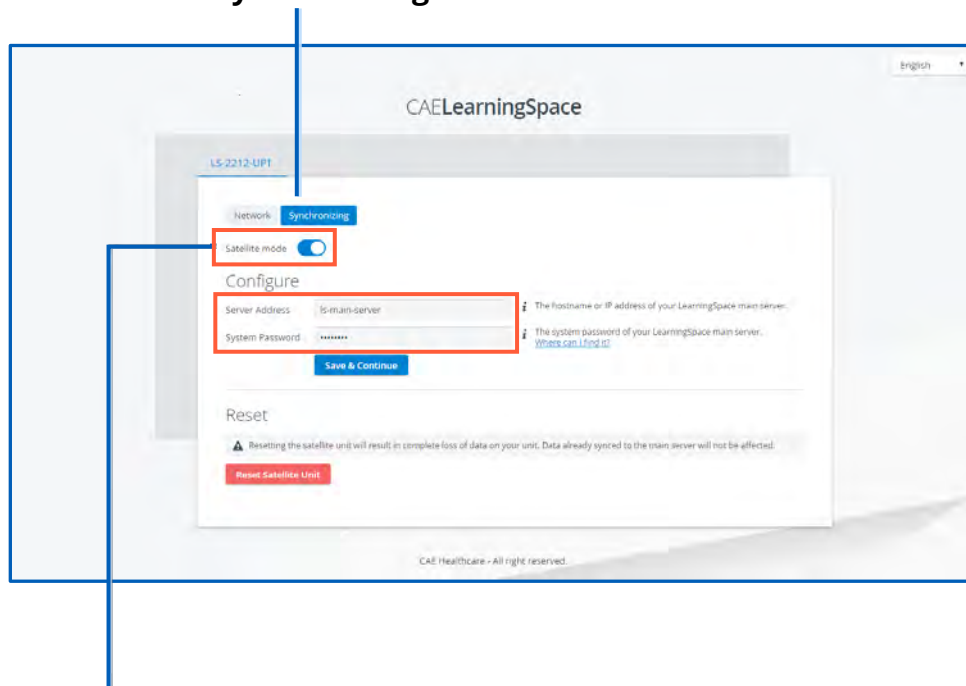
**WARNING:** If you reconfigure your stand-alone UltraPortable as a satellite unit, the reset will result in complete data loss on your unit.

To set up your CAE LearningSpace UltraPortable as a satellite unit, first it needs to be licensed, then continue with the following setup:

6.1 Go to: <http://setup.learning.space>

The **Network** settings page will be displayed.

6.2 Switch to the **Synchronizing** tab.



6.3 Activate satellite mode by toggling the **Satellite mode** switch.

6.4 Enter the required information for synchronization:

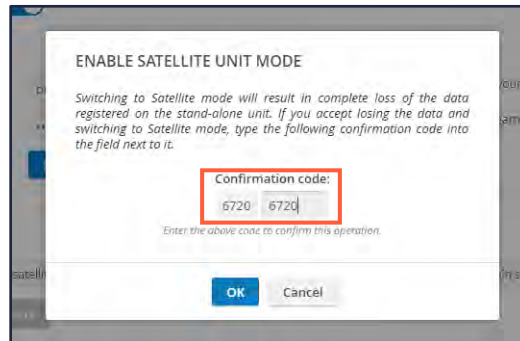
- **Server address** - The hostname or IP address of your CAE LearningSpace main server.
- **System password** - The system password from your CAE LearningSpace main server.

**NOTE:** You can find the System password on the **Security** tab of the **System** module.

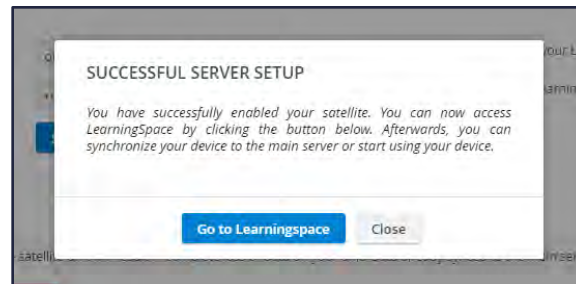
6.5 Click **Save & Continue**.



- 6.6 A confirmation pop-up appears where you need to confirm the reset. Type the automatically generated 4-digit confirmation code into the empty field and click **OK**.



- 6.7 Once confirmed, the system completes the reset and displays a message about *Successful Server Setup*.



- 6.8 Click **Go to LearningSpace**

The system navigates directly to the system dashboard.

**IMPORTANT:** It is highly recommended to synchronize your satellite unit with the main server once you are directed to the system dashboard. Otherwise, you will not be able to log in to the system on the satellite unit with your users that are stored on the main server.

In this case, you can still log in with the default email address and password mentioned previously at 5.2 (see p. 16).

## 7.0 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.

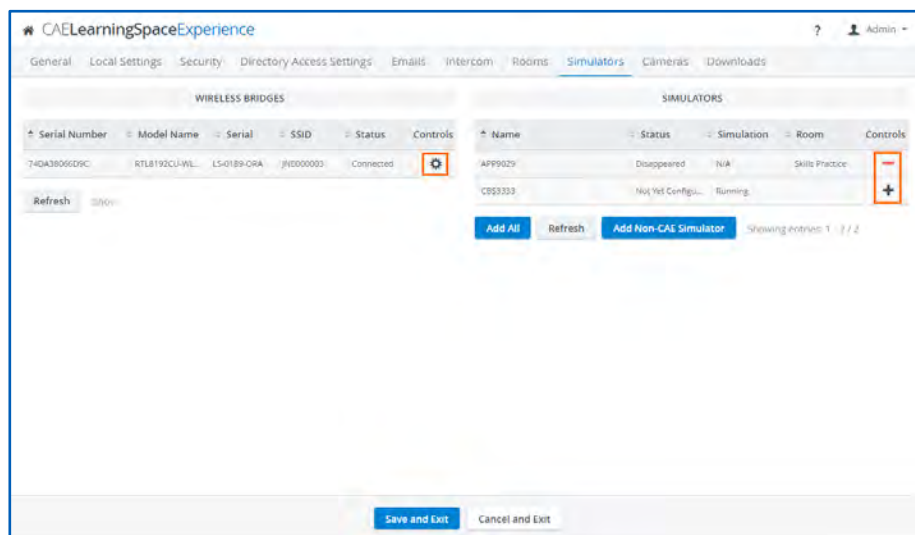
The setup guide distinguishes between the following types of simulators:

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

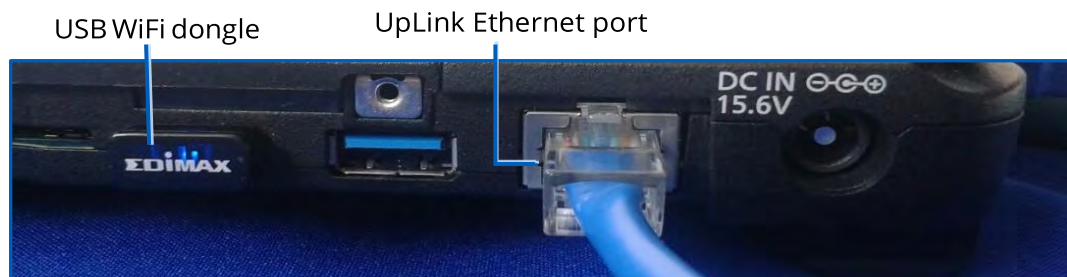
### 7.1 Connecting CAE simulators wirelessly

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

- 7.1.1 First, CAE LearningSpace has to establish a wireless connection to the CAE simulator, to do this:
- 7.1.2 In **System** → **Simulators**, select the **Controls** cogwheel on the left side and select the wireless network of the simulator



- a. In case there are no Wireless Bridges listed on the left side panel, make sure that USB WiFi dongle is plugged into the USB slot on the right side of the laptop:



**Right side of the laptop**

- b. 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 laptop closer to the simulator.
- 7.1.3 Connect to the selected CAE simulator
- 7.1.4 The CAE simulator will show up within 10-30 seconds on the right-side panel.
- 7.1.5 After adding the simulator using the + icon, you can add the simulator to the desired room, using the **Rooms** tab.

## 7.2 Connecting CAE simulators using a wired connection

In case of using CAE simulators which require a wired connection, do the following:

- 7.2.1 Connect the USB to Ethernet adapter to the UltraPortable into the USB port on the back of the laptop.



USB to Ethernet adapter



USB to Ethernet adapter port on the back of the laptop

- 7.2.2 Connect your simulator to the USB to Ethernet adapter with an Ethernet cable.
- 7.2.3 Make sure the simulator is turned ON.
- 7.2.4 Check for the simulator in the **Simulators** panel in **System** → **Simulators** if it is listed. (It will appear in 10-30 seconds.)
- 7.2.5 Click the desired icon in the **Controls** column to add or remove the simulator.
- 7.2.6 To add the simulator to the desired room, use the **Rooms** tab.

## 7.3 Connecting third-party (non-CAE) simulators

Third-party (non-CAE) simulator signals are captured using display capture technology. In case of using third-party simulators, do the following:

- 7.3.1 Connect the frame grabber to the DCU port of the laptop with the USB 3.0 cable.



DCU port for frame grabber input on the right side of the laptop

- 7.3.2 Check the video output of the waveform display of the third-party simulator; it can be VGA, DVI, HDMI.
- 7.3.3 Select the appropriate video cable or adapter you need for connecting the simulator to the frame grabber:
 

**NOTE:** The frame grabber has DVI input.

  - **VGA to DVI video cable:** for capturing signals from non-CAE simulators with VGA output.
  - **DVI to DVI video cable:** for capturing signals from non-CAE simulators with DVI output.
  - **HDMI to DVI adapter:** for capturing signals from non-CAE simulators with HDMI output. Plug the adapter to the DVI cable.
- 7.3.4 Run the appropriate video cable to the input of the frame grabber and the output of the simulator and connect them.
- 7.3.5 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



## CAE LearningSpace Customer Service Email

avs-support@cae.com

©2019 CAE Healthcare  
905K463552

