How to request JupyterHub resources for a course

If you are an instructor and requires JupyterHub environment for your course, you can follow the steps below to request it with ease.

If you plan to use the centralized JupyterHub environment, you must attend the JupyterHub semester planning meeting with the HPC team and other course instructors to discuss course requirements (modules needed, sharing data with students, etc.).

For the Spring 2020 semester, the JupyterHub planning meeting will be held on Tuesday January 21, 2020 at 10 Astor Place, 5th floor large conference room.

1. Requesting a Jupyter Environment for my Course

   Fill out the request form. The Jupyter environment will be created based on the chosen URL prefix requested in the form.

   The form must be submitted by the course instructor. The form must be submitted before the semester starts to allow time for the course jupyterHub environment to be deployed, modules installed, and tested.

   It is OK to submit the form even if the list of students is not finalized yet. Students can be added or removed from the environment later on.

2. User Management

   Instructors and teaching assistants have the ability to add and remove users from the course.

   Access the Admin Panel

   1. Log into your site
   2. Click "Control Panel"

   ![Jupyter Control Panel]

   3. Click "Admin"

   ![Jupyter Admin Panel]

   Add a User

   Select "Add Users" and enter the users one per line. The users' access will not be immediate. In less than an hour the user will have full access to the course's Jupyter resources.
Remove a User

Find the user you would like to delete and select "delete."
Admin Privileges

Admin privileges will allow a user to see the "Admin" tab in the Control Panel. Here users can conduct user management and test their access.

Find the user you would like to edit. Edit the account and select or deselect "admin"

FAQ for Students
The website does not work, I get "This site can't be reached"

You go to the class site at `<class>.jupyter.hpc.nyu.edu` and get a browser error similar to "This site can't be reached." Please place `https://` in front of the URL as `http://` is not supported.

The website does not work, I get "404 error"

You have misspelled the site. The working format is `https://<class>.jupyter.hpc.nyu.edu` where `<class>` is the unique identifier for your course.

I can't log in, I get "Invalid username or password"

You go to the class site at `https://<class>.jupyter.hpc.nyu.edu` and enter your NYU NetID and password and get the prompt "Invalid username or password." Your account is not associated with this course. Please contact your instructor and/or TA to give you access.

After a successful login I am unable to start my "server." I get "Access denied to requested reservation"

Please contact `hpc@nyu.edu` with the class site URL, your netID, and the error message seen.

![Event log](image)

FAQ for Instructors and TAs
How to verify a user has their account configured correctly?

Go to site > control panel > admin > find the user and click start. If it begins to run and no error is prompted the user’s account is correctly configured.

How to install new python modules

Jupyter extensions

Sharing Data

- Folder “class_share”
- Tools to push and pull documents/assignments to/from students
- Nbgitpuller

Additional Information

Lifecycle - 2 weeks after course ends all files will be deleted

How can I archive my data? Download

Accounts will expire after 1 year after creation - link to some other page