# University Information Technology Services

## MOAB Viewpoint

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Introduction

Viewpoint is an easy-to-use portal for end-users which is designed to increase productivity through its visual web-based interface, powerful job management features, and other workload functions. Faculty will be able to submit computational jobs that require large amounts of processing using templates that have been created by Advanced Computing Services (ACS).

This booklet will guide end users through the process of submitting a simple computational job using one of the templates created by ACS, checking the status of the job, and accessing results.

Learning Objectives

After completing the instructions in this booklet, you will be able to:

- Access MOAB Viewpoint
- Submit and monitor a job for processing
- View and access job results
- Sign out of MOAB Viewpoint
Accessing MOAB Viewpoint
The following will explain how to access MOAB Viewpoint:

2. The MOAB Viewpoint log-in screen will appear. Enter your Net ID and KSU password (See Figure 1).
3. Click Login (See Figure 1).

4. You will be logged in to MOAB Viewpoint. The Home page will display, showing your submitted jobs and their current statuses.
Uploading a Script for Processing

You will need to have created your script ahead of submission in order for MOAB Viewpoint to process it. Once you have created your script in your preferred script editor (e.g. notepad ++), you will need to upload it to the File Manager. To upload a completed script to the file manager in MOAB Viewpoint:

**Note**: If your script has already been uploaded to MOAB Viewpoint, please see Submitting a Job for Processing.

1. From the *Home* page, click *File Manager*.

![Figure 3 – Access File Manager](image)

2. The *File Manager* will open. Click *Upload*.

![Figure 4 – Upload](image)
3. The *Upload File* window will open. Click **Browse**.

![Figure 5 - Upload File: Browse](image5)

4. The *File Upload* window will open. Select the **script** from your computer (See Figure 6).

5. Click **Open** (See Figure 6).

![Figure 6 - Select Script for Upload](image6)

6. Click **Upload**.

![Figure 7 - Upload Script](image7)
7. The file will be uploaded to the *File Manager*.

![File Uploaded](image)

**Figure 8 - File Uploaded**

**Note:** The *File Manager* will default to the user’s folder by default. Users will not be able to see the files stored in other user’s folders or jobs run by other users in *MOAB Viewpoint*.

**Submitting a Job for Processing**

The following will demonstrate how to submit an existing script for a computational job using an ACS template.

**Note:** If you have not uploaded the script for your job, please see *Uploading a Script for Processing*.

1. From the *Home* page, click **Create Job**.

![Create Job](image)

**Figure 9 - Create Job**
2. The *Select Application Template* window will appear and display a list of available templates. Click a template to select it (for this example, we will select the *R-ehe* template).

![Select Application Template](image1)

Figure 10 - Select Application Template

3. The *Create Job* screen will appear. The selected template will autocomplete most fields for your job. For the remaining fields:
   a. In the *Name* field, type a name for the job (See Figure 9).
   b. In the *R Script* field, type the full name of the script file you wish to use (See Figure 9).
   c. Click *Create* (See Figure 9).

![Create Job](image2)

Figure 11 - Create Job

**Note:** After clicking Create, you will need to wait on the *Create Job* screen until the *submission notification* appears in the upper-right. This usually takes a few seconds.

![Job Submitted](image3)

Figure 12 - Job Submitted
4. The job will be submitted and a Job Details screen will open showing you the current status of the submitted job (currently Active) (See Figure 13).

5. Click Home to return to the Home page (See Figure 13).

6. The Home page will open and display your submitted jobs and their statuses. You can return to the Home page at any time to check the status of a submitted job.
Checking the Job Details
The following will explain how to check the job details of a submitted job:

1. From the Home page, click the Job ID of a submitted job you wish to view.

![Figure 15 - Click Job ID](image)

2. The Job Details page will open and display additional information regarding the selected job.

![Figure 16 - Job Details Displayed](image)

**Note:** When a job has been completed, MOAB Viewpoint will create a results file within the File Manager. See Checking Job Results for more information.
Checking Job Results

Once a job has finished processing, the results can be downloaded and viewed in your preferred script editor (e.g. notepad ++). To download the results of a job:

1. From the Home page, make note of the Job ID that you wish to check results for (See Figure 17).
2. Click File Manager (See Figure 17).

![Figure 17 - Check Job ID and Job Name](image)

3. The File Manager will open and display your available files. Find the script you uploaded with the Job ID in the file name and click the file name (e.g. script_test.r.979).

![Figure 18 - File Manager Listed Files](image)
4. The file preview will open. Click **Download**.

![Figure 19 - Download File](image)

5. You will be prompted to save the file to your computer.

6. Once the file has been saved to your computer, you can open it in your preferred script editor (e.g. notepad++).

![Figure 20 - Opening Results in Notepad++](image)
Deleting Files from the File Manager

The following will explain how to delete a file from the File Manager.

1. From the Home page, click File Manager.

![Image of Moab Viewpoint File Manager](image1)

**Figure 21** - Click File Manager

2. The File Manager will open and display your available files. Click the file name of a file you wish to delete.

![Image of File Manager Listed Files](image2)

**Figure 22** - File Manager Listed Files

3. The file preview will open. Click Delete.

![Image of File Preview with Delete Option](image3)

**Figure 23** - Click Delete
4. A confirmation window will appear. Click **OK**.

![Figure 24 - Click OK](image)

5. The file will be deleted from your **File Manager**.

**Signing Out of MOAB Viewpoint**

The following will show how to log out of **MOAB Viewpoint**.

1. In the **upper-right** of the window, click **Sign Out**.

**Note:** You will be able to access **Sign Out** from anywhere within **MOAB Viewpoint**.

![Figure 25 - Sign Out](image)

2. You will be signed out of **MOAB Viewpoint**.

**Additional Help**

For additional support, please contact the KSU Service Desk:

In the subject of your email, please put “**ATTN: ACS**”

**KSU Service Desk for Faculty & Staff**

- Phone: 470-578-6999
- Email: service@kennesaw.edu
- Website: [http://uits.kennesaw.edu](http://uits.kennesaw.edu)