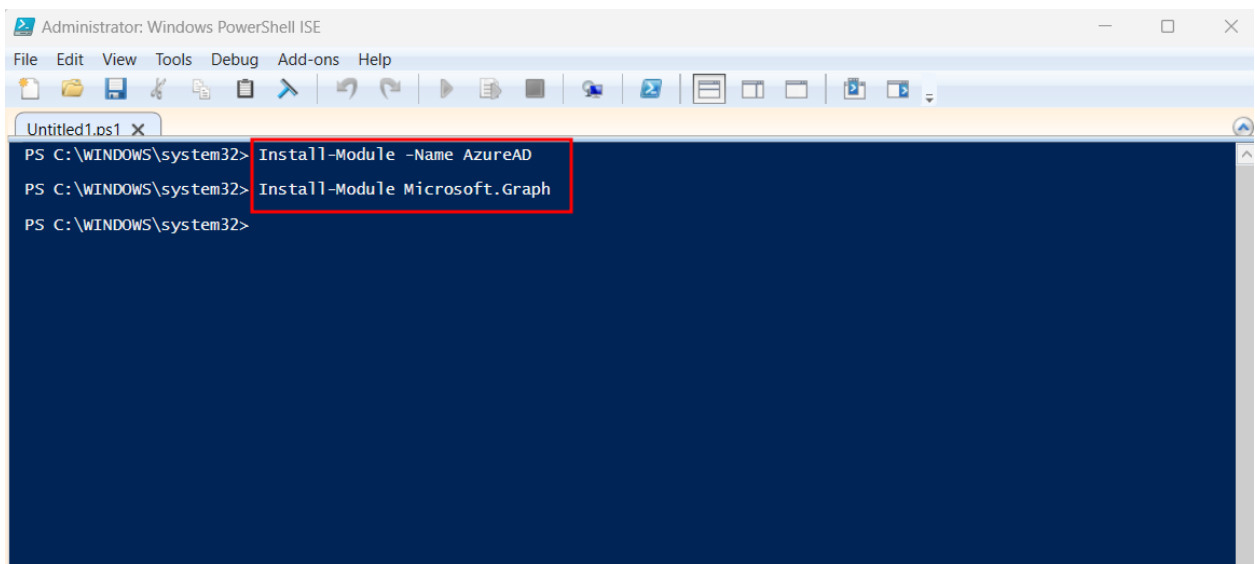


Working with PowerShell

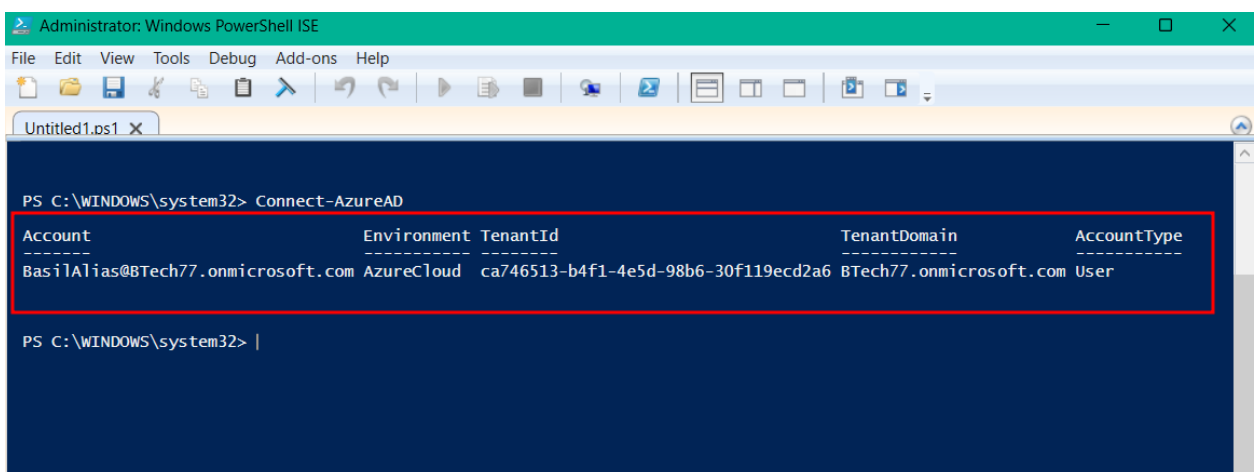
- Install the PowerShell module and connect to M365
- Create two new users
- Assign License to users with PowerShell or Admin Center

The task focused on leveraging PowerShell to enhance Microsoft 365 administration. This included installing the necessary PowerShell module, establishing a connection to Microsoft 365, creating two new user accounts, and assigning appropriate licenses. This approach streamlined and automated user management tasks, improving efficiency and consistency in the administration process.



```
Administrator: Windows PowerShell ISE
File Edit View Tools Debug Add-ons Help
Untitled1.ps1 X
PS C:\WINDOWS\system32> Install-Module -Name AzureAD
PS C:\WINDOWS\system32> Install-Module Microsoft.Graph
PS C:\WINDOWS\system32>
```

installing Modules in PowerShell



```
Administrator: Windows PowerShell ISE
File Edit View Tools Debug Add-ons Help
Untitled1.ps1 X
PS C:\WINDOWS\system32> Connect-AzureAD

Account                        Environment TenantId                        TenantDomain                    AccountType
-----
BasilAlias@BTech77.onmicrosoft.com AzureCloud  ca746513-b4f1-4e5d-98b6-30f119ecd2a6 BTech77.onmicrosoft.com User

PS C:\WINDOWS\system32> |
```

successfully connected Azure AD

Administrator: Windows PowerShell ISE

```
File Edit View Tools Debug Add-ons Help
```

Untitled1.ps1*

```
2 $users = @(
3     @{
4         UserPrincipalName = "ProjectUser1@8Tech77.onmicrosoft.com"
5         DisplayName = "ProjectUser One"
6         Password = "Basil@77"
7         GivenName = "ProjectUser"
8         Surname = "One"
9         MailNickname = "ProjectUser1"
10        AccountEnabled = $true
11    }
12    @{
13        UserPrincipalName = "ProjectU@8Tech77.onmicrosoft.com"
14        DisplayName = "ProjectUser Two"
15        Password = "Basil@77"
16        GivenName = "ProjectUser"
17        Surname = "Two"
18        MailNickname = "ProjectUser2"
19        AccountEnabled = $true
20    }
21 )
```

← User creation Script

```
-PasswordProfile $passwordProfile `
-MailNickname $user.MailNickname `
-AccountEnabled $user.AccountEnabled `
-GivenName $user.GivenName `
-Surname $user.Surname
}
```

ObjectId	DisplayName	UserPrincipalName	UserType
4dda7c64-4419-4dea-b861-9582425f60b0	ProjectUser One	ProjectUser1@8Tech77.onmicrosoft.com	Member
e38bf27f-9e24-48a8-a7db-3524a8b34fd5	ProjectUser Two	ProjectU@8Tech77.onmicrosoft.com	Member

PS C:\WINDOWS\system32> |

Completed | Ln 119 Col 25 | 100%

successfully created 2 new users using PowerShell

Microsoft 365 admin center

Home > Active users

Active users

[Add a user](#) [User templates](#) [Add multiple users](#) [Multi-factor authentication](#) [Delete a user](#) [Refresh](#)

<input type="checkbox"/>	Display name ↑	Username	Licenses	Choose columns
<input type="checkbox"/>	101546046	101546046@8Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Admin 1	admin1@8Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Admin 2	admin2@8Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Basil Alias	BasilAlias@8Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	ProjectUser One	ProjectUser1@8Tech77.onmicrosoft.com	Unlicensed	
<input type="checkbox"/>	ProjectUser Two	ProjectU@8Tech77.onmicrosoft.com	Unlicensed	
<input type="checkbox"/>	User One	user1@8Tech77.onmicrosoft.com	Unlicensed	
<input type="checkbox"/>	User Two	user2@8Tech77.onmicrosoft.com	Unlicensed	

verifying new users through Admin center

Microsoft 365 admin center

Home > Active users

Active users

[Add a user](#) [Multi-factor authentication](#)

- ☐ Display name ↑
- ☐ 101546046
- ☐ Admin 1
- ☐ Admin 2
- ☐ Basil Alias
- ☒ **ProjectUser One**
- ☐ ProjectUser Two
- ☐ User One
- ☐ User Two

ProjectUser One

[Reset password](#) [Block sign-in](#) [Delete user](#)

Account Devices **Licenses and apps** Mail OneDrive

Select location *
Canada

Licenses (1)

- ☒ **Microsoft 365 E3 (no Teams)**
20 of 25 licenses available

Apps (47)

[Save changes](#)

Assigning License to ProjectUser one

Microsoft 365 admin center

Home > Active users

Active users

[Add a user](#) [Multi-factor authentication](#)

- ☐ Display name ↑
- ☐ 101546046
- ☐ Admin 1
- ☐ Admin 2
- ☐ Basil Alias
- ☐ ProjectUser One
- ☒ **ProjectUser Two**
- ☐ User One
- ☐ User Two

ProjectUser Two

[Reset password](#) [Block sign-in](#) [Delete user](#)

Account Devices **Licenses and apps** Mail OneDrive

Select location *
Canada

Licenses (1)

- ☒ **Microsoft 365 E3 (no Teams)**
19 of 25 licenses available

Apps (47)

[Save changes](#)

Assigning License to ProjectUser Two

Microsoft 365 admin center

Home > Active users

Active users

[Add a user](#) [User templates](#) [Add multiple users](#) [Multi-factor authentication](#) [Delete a user](#) [Refresh](#)

<input type="checkbox"/>	Display name ↑	Username	Licenses	Choose columns
<input type="checkbox"/>	101546046	101546046@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Admin 1	admin1@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Admin 2	admin2@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	Basil Alias	BasilAlias@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	ProjectUser One	ProjectUser1@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	ProjectUser Two	ProjectUser2@B7Tech77.onmicrosoft.com	Microsoft 365 E3 (no Teams)	
<input type="checkbox"/>	User One	user1@B7Tech77.onmicrosoft.com	Unlicensed	
<input type="checkbox"/>	User Two	user2@B7Tech77.onmicrosoft.com	Unlicensed	

Successfully Assigned License to both newly created user's