



Swiss Post
Cybersecurity

Administer Identity



 **Microsoft**
Solutions Partner

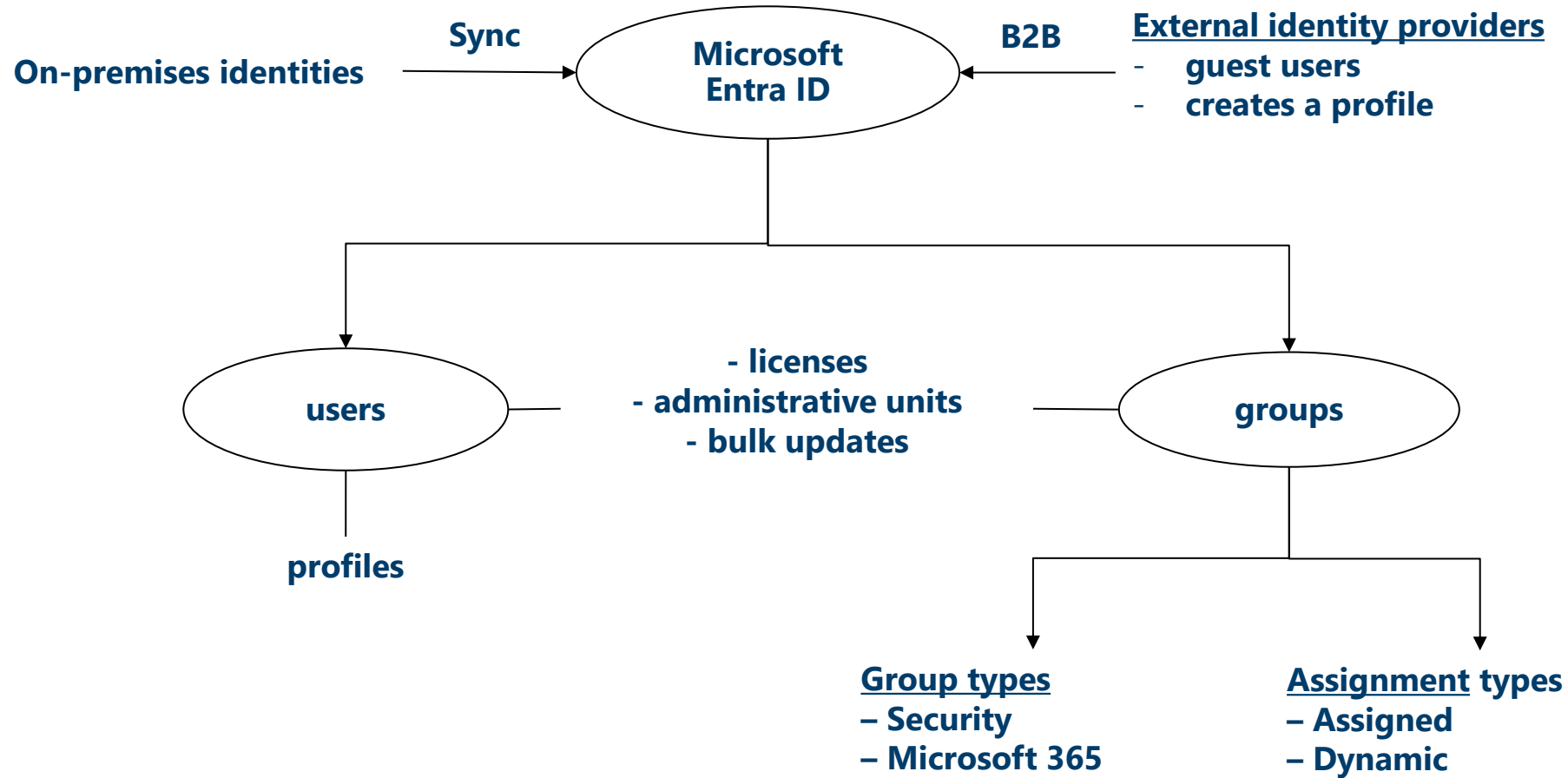
Security

Specialist
Threat Protection

Learning Objectives

- Understand Microsoft Entra ID
- Create, configure, and manage identities
- Lab 01 - Manage Microsoft Entra ID Identities
(already done)

Administer Identity



Understand Microsoft Entra ID



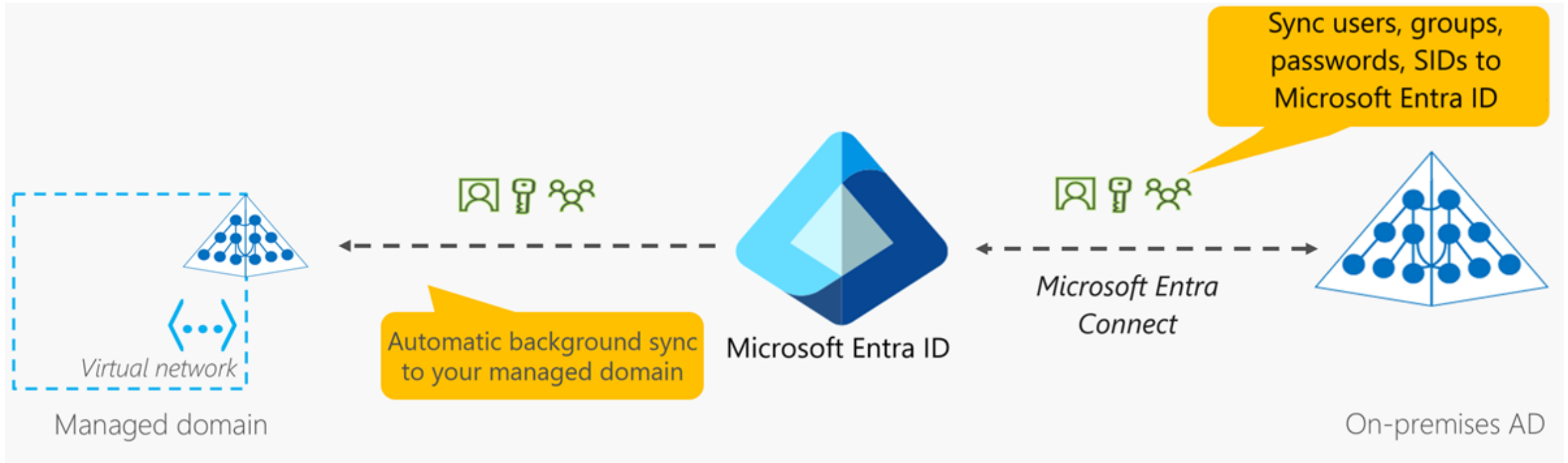
Learning Objectives – Understand Microsoft Entra ID

- Examine Microsoft Entra ID
- Describe Microsoft Entra ID Concepts
- Compare Microsoft Entra ID to Active Directory Domain Services
- Compare Microsoft Entra ID P1 and P2 plans
- Implement Self-Service Password Reset
- Learning Recap

Manage Azure identities and governance (20–25%): Manage Microsoft Entra ID users and groups

- Manage licenses in Microsoft Entra ID
- Configure self-service password reset (SSPR)

Examine Microsoft Entra ID



- Configure access to applications, including single sign-on
- Manage and provision users and groups
- Providing an identity management solution, including federation
- Implement security features like multi-factor authentication and conditional access

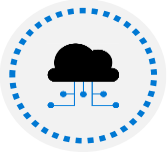
Describe Microsoft Entra ID Concepts

Concept	Description
Identity	An object that can be authenticated
Account	An identity that has data associated with it
Microsoft Entra ID account	An identity created through Microsoft Entra ID or another Microsoft cloud service
Tenant/directory	<p>A dedicated and trusted instance. A tenant is automatically created when your organization signs up for a Microsoft cloud service subscription.</p> <ul style="list-style-type: none">• Additional instances can be created• Microsoft Entra ID is the underlying product providing the identity service• The term <i>Tenant</i> means a single instance representing a single organization• The terms <i>Tenant</i> and <i>Directory</i> are often used interchangeably
Azure subscription	Used to pay for Azure cloud services

Compare Microsoft Entra ID to Active Directory Domain Services



Microsoft Entra ID is primarily an identity solution



Queried using the REST API over HTTP and HTTPS



Uses HTTP and HTTPS protocols such as SAML, WS-Federation, and OpenID Connect for authentication (and OAuth for authorization)



Includes federation services, and many third-party services (such as Facebook)



Microsoft Entra ID users and groups are created in a flat structure, and there are no Organizational Units (OUs) or Group Policy Objects (GPOs)

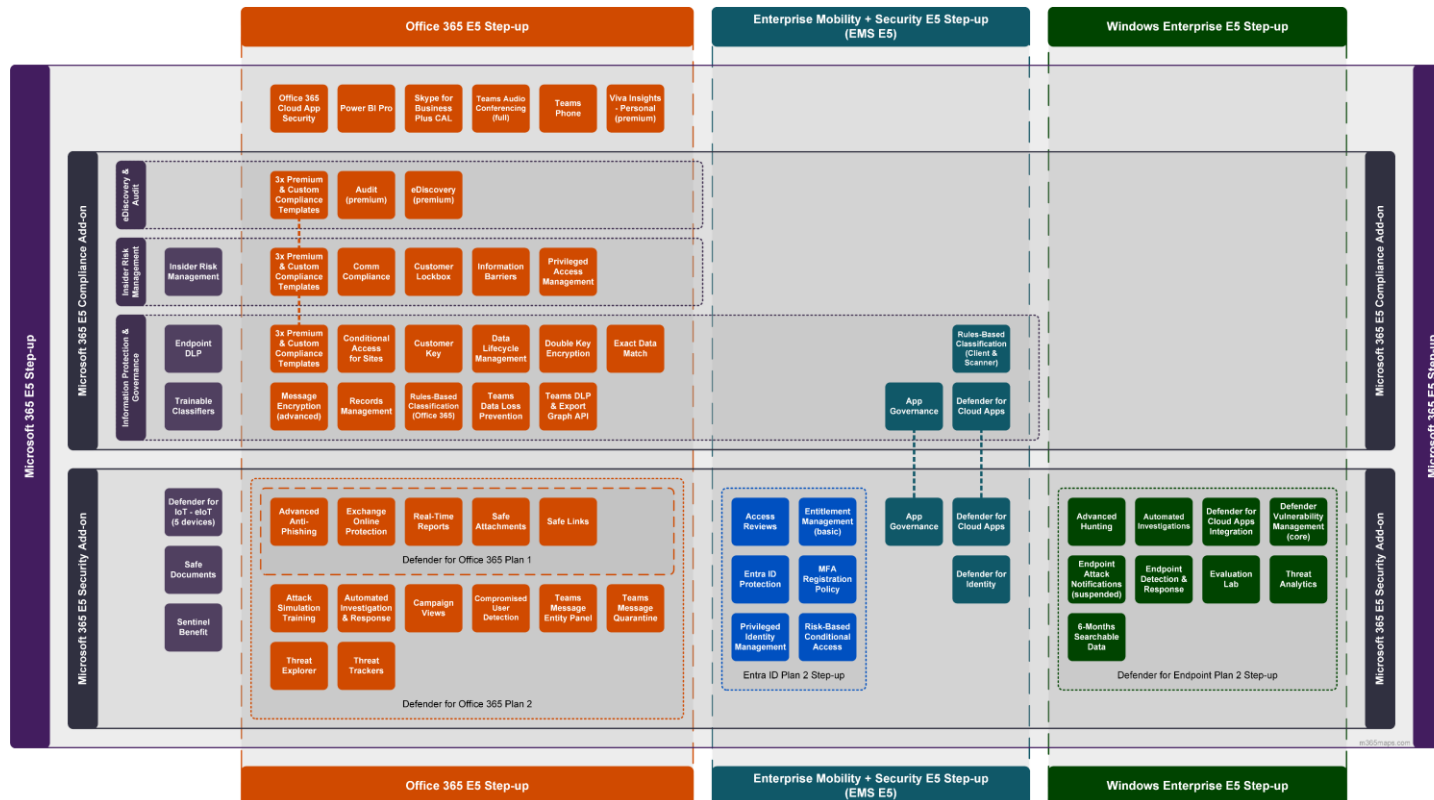
Compare Microsoft Entra ID plans

Feature	Free	Microsoft ID P1	Microsoft ID P2	Microsoft Entra Suite
Single Sign-On (unlimited)	✓	✓	✓	
Cloud and Federated authentication	✓	✓	✓	
Advanced group management		✓	✓	
Self-service account management portal	✓	✓	✓	
Multifactor authentication (MFA)	✓	✓	✓	
Conditional access		✓	✓	
Risk-based Conditional Access (sign-in risk, user risk)			✓	
Automated user and group provisioning to apps		✓	✓	✓
Privileged identity management (PIM)			✓	✓
Advanced identity governance				✓

M365 Licensing

<https://m365maps.com>

Microsoft 365 E5 Step-up
September 2025
m365maps.com



<https://m365maps.com/renames.htm>
<https://m365maps.com/matrix.htm>

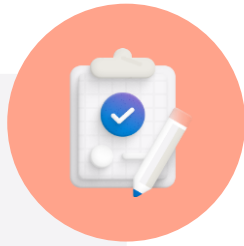
What is self-service password reset in Microsoft Entra ID?

1. Determine who can use self-service password reset
2. Choose the number of authentication methods required and the methods available (email, phone, questions)
3. You can require users to register for SSPR (same process as MFA)

The screenshot shows the 'Password reset - Authentication methods' configuration page in the Microsoft Entra ID admin center. The left-hand navigation pane is visible, with three items highlighted and numbered: 'Properties' (1), 'Authentication methods' (2), and 'Registration' (3). The main content area is titled 'mitanic (Default Directory)' and includes 'Save' and 'Discard' buttons. The configuration settings are as follows:

- Number of methods required to reset:** A dropdown menu showing '1' selected and '2' as an alternative.
- Methods available to users:** A list of checkboxes where 'Email', 'Mobile phone', and 'Security questions' are checked, while 'Mobile app notification', 'Mobile app code', and 'Office phone' are unchecked.
- Number of questions required to register:** A dropdown menu showing '5' selected, with '3' and '4' as alternatives.
- Number of questions required to reset:** A dropdown menu showing '3' selected, with '4' and '5' as alternatives.
- Select security questions:** A section indicating '5 security questions selected'.

Learning Recap – Understand Microsoft Entra ID



Check your
knowledge
questions and
additional
study

Reference modules

- [Understand Microsoft Entra ID](#)
- [Allow users to reset their password with self-service password reset](#)
- [Implement and manage hybrid identity](#)

Create, configure, and manage identities




Learning Objectives - User and Group Accounts

- Create User Accounts
- Manage User Accounts
- Create Group Accounts
- Assign Licenses to Users and Groups (extra topic)
- Demonstration – Users and Groups
- Summary and Resources


Manage Azure identities and governance (20–25%): Manage Microsoft Entra ID users and groups


- Create users and groups
- Manage user and group properties
- Manage external users
- Manage licenses in Microsoft Entra ID


Create User Accounts


 **Users** | All users


Microsoft


 All users


 Deleted users


 Password reset


 User settings


 Diagnose and solve problems


 New user


 New guest user









 Bulk operations

 Refresh

 Reset password

 Multi-Factor Authentication

 Delete user

Name	User principal name	↑↓	User type	Directory synced
 Retail Crisis Notifications	 @microsoft.com		Member	Yes
 Rumon Sinha	 @microsoft.onmicrosoft.com		Guest	No
 Momir Radojkovic	 @microsoft.onmicrosoft.com		Guest	No
 Mika Robertson	 @microsoft.onmicrosoft.com		Member	No

All users must have an account

The account is used for authentication and authorization

Each user account has additional properties

Manage User Accounts

- + New user
- + New guest user
- ↑ Bulk create
- ↑ Bulk invite
- ↑ Bulk delete
- ↓ Download users
- ↻ Refresh
- 🔑 Reset password
- 🔗 Multi-Factor Authentication
- ⋮

New user

Microsoft

☐ **Create user**

Create a new user in your organization.
This user will have a user name like
alice@Microsoft.onmicrosoft.com.

[I want to create users in bulk](#)


☒ **Invite user**


Invite a new guest user to collaborate with
your organization. The user will be emailed
an invitation they can accept in order to
begin collaborating.

[I want to invite guest users in bulk](#)

- Must be Global Administrator or User Administrator to manage users
- User profile (picture, job, contact info) is optional
- Deleted users can be restored for 30 days
- Sign in and audit log information is available

Create Group Accounts

 Search groups

+  Add filters

Name		↑↓	Group Type	Membership Type
<input type="checkbox"/>	<div>MA</div> Managers		Security	Assigned
<input type="checkbox"/>	<div>VM</div> Virtual Machine Administrators		Security	Assigned
<input type="checkbox"/>	<div>VN</div> Virtual Network Administrators		Security	Assigned

Group Types

- Security groups
- Microsoft 365 groups

Membership Types

- Assigned
- Dynamic User
- Dynamic Device (Security groups only)

Assign Licenses to Users and Groups

Azure is a cloud service that provides many built-in services for free.

- Microsoft Entra ID comes as a free service
- Gain additional functionality with a P1 or P2 license

Additional Services (like O365 are paid cloud services)

- Microsoft paid cloud services require licenses
- Licenses are assigned to those who need access to the services
- Each user or group requires a separate paid license
- Administrators use the Microsoft 365 Admin portal and Microsoft Graph PowerShell cmdlets to manage licenses

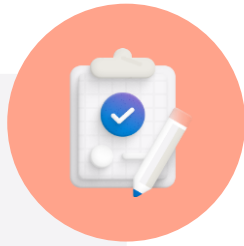
- ☐ View license plans and plan details
- ☐ Set the Usage Location parameter
- ☐ Assign licenses to users and groups
- ☐ Change license plans for users and groups
- ☐ Remove a license

Demonstration – Users and Groups



- Review license and domain information
- Explore user accounts
- Explore group accounts

Learning Recap – Create, configure, and manage identities



Check your
knowledge
questions and
additional
study

Reference modules

- [Create, configure, and manage identities](#)
- [Manage users and groups in Microsoft Entra ID](#)

Lab – Manage Entra ID Identities (Review)



Lab 01 – Manage Microsoft Entra ID Identities



In this lab, you learn about users and groups.

Users and groups are the basic building blocks for an identity solution.

You create a new user and invite a guest user.

You also create a group and add a member and owner.

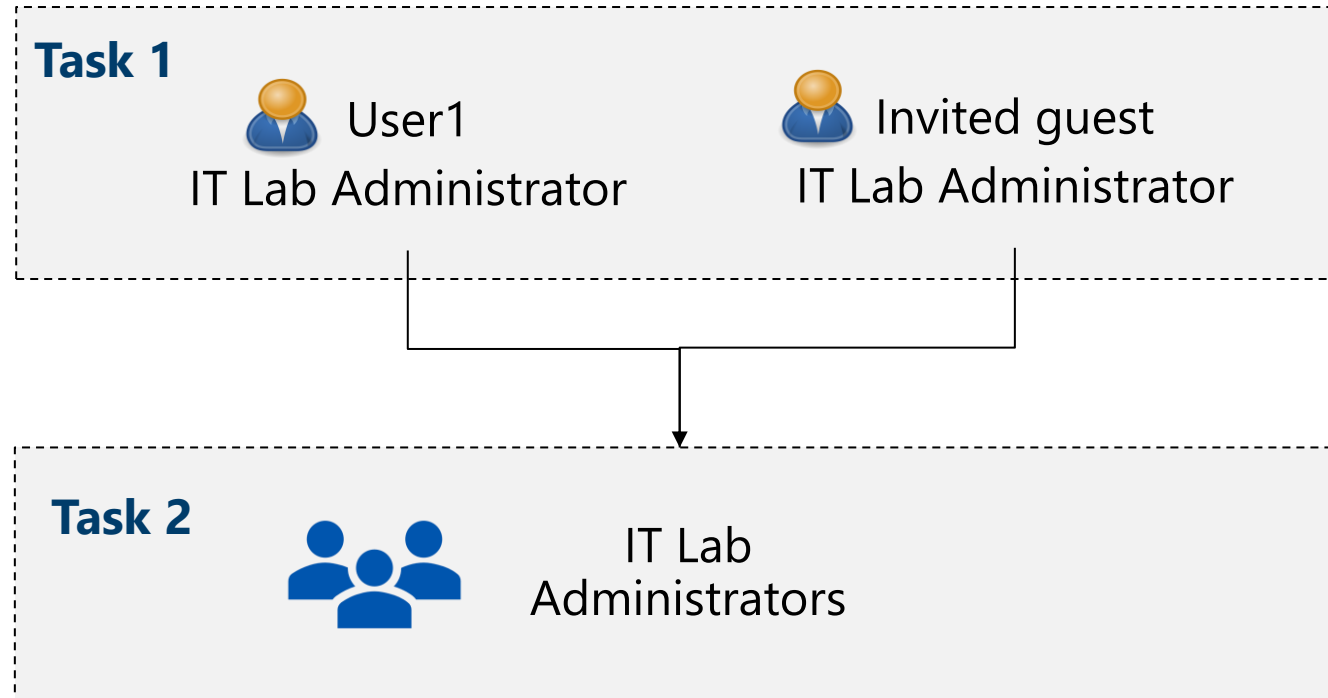
Job Skills

Task 1: Create and configure user accounts.

Task 2: Create groups and add members.

Next slide for an architecture diagram 

Lab 01 – Manage Entra ID Identities (architecture diagram)





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Questions?



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