

Lab Tasks – Entra ID

Part 1 – Entra ID Tenant Management

1. Create a **new Microsoft Entra ID tenant** named: **ITLab-DirectoryXX**.
 2. Assign the **Initial Domain Name** as: **itlabdirectoryXX.onmicrosoft.com**.
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Part 2 – User Management

3. Create **three internal users** in the **ITLab-DirectoryXX** tenant with the following settings:
 - **User 1:** Name: *Sophia Martin*, Department: *Marketing*, Usage location: *Canada*
 - **User 2:** Name: *Jamal Hassan*, Department: *Finance*, Usage location: *United States*
 - **User 3:** Name: *Lucas Cheng*, Department: *IT*, Usage location: *France*
 4. Assign different roles to these users based on their departments (use built-in roles).
 5. Reset the password for one of the users and require password change on next login.
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Part 3 – External Collaboration

6. **Invite an external user** to join the tenant with the email:
alex.guest@example.com.
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Part 4 – Group Management

8. Create the following **two groups** with the given settings:
 - **Group 1:** Name: *Marketing-Team*, Type: *Microsoft 365*, Membership: *Assigned*
 - **Group 2:** Name: *Finance-Team*, Type: *Security*, Membership: *Assigned*
 9. Add **User 1** and **User 3** created in step 3 to **Group 1**.
 10. Add **User 2** and the **external user** created in **Group 2**.
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Part 5 – Administrative Units

10. Create two **administrative units**:

- **AU 1:** *StudentSupportUnit* – Add *Sophia Martin* to this unit.
 - **AU 2:** *ITSupportUnit* – Add *Lucas Cheng* and assign a scoped admin role to him for this unit.
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Part 6 – Role-Based Access Control (RBAC)

11. Assign the following **roles** to the users or groups:

- **Billing Administrator** to *Jamal Hassan*.
- **Use Administrator** to the *Marketing-Team* group.
- **Helpdesk Administrator** to *Lucas Cheng* (via the admin unit).