



Adding User Access

Virtual Desktop Managed Service

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July 12, 2021

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Adding User Access

New User Creation

New Active Directory deployments (a new Active Directory domain was created for VDMS)

1. Create the user in VDS
 - a. Navigate to the workspace, select the "Users & Groups" tab, click "Add", and select "Add User"

The screenshot shows the TrainingKrisG Workspace interface. The left sidebar contains navigation links: Home, Organizations, Deployments, Workspaces (1), App Services, Service Board, Scripted Events, Admins, Reports, Applications, Cost Estimator, and SaaS Backup. The main content area is titled 'TrainingKrisG Workspace' and has tabs for Overview, Users & Groups (selected), Servers, AVD, and More... The 'Users & Groups' tab shows a table of users and a table of groups. The 'Users' table has columns for Username, Name, Connection, and Status. It lists two users: 'Test1@TrainingKrisG.onmicrosoft.com' (Tester 1, Not Connected, Available) and 'test2@TrainingKrisG.onmicrosoft.com' (Tester 2, Not Connected, Available). The 'Groups' table has columns for Name, Total Users, and Actions. It lists two groups: 'kift WVD Shared' (2 users) and 'kift-all users' (2 users). The 'Add...' button in the Users table is highlighted with a red circle and a dropdown menu is open, showing 'Add User' as the selected option. The 'Add User' button in the Groups table is also highlighted with a red circle.

- b. Fill in the user's information then click "Add User"

Add User

Username		Required
<input type="text" value="Test3"/>		
First Name	Required	Last Name
<input type="text" value="Test"/>		<input type="text" value="User3"/>
Email		Phone
<input type="text" value="Test3@TrainingKrisG.onmicrosoft.com"/>		<input type="text" value="Phone..."/>
<input type="checkbox"/> Multi-Factor Auth Enabled	<input type="checkbox"/> VDI User Enabled	
<input type="checkbox"/> Wake On Demand Enabled	<input checked="" type="checkbox"/> Local Drive Access Enabled	
<input type="checkbox"/> Force Password Reset at Next Login		
<input type="button" value="Cancel"/>		<input type="button" value="Add User"/>

2. Notify NetApp of the additional user using one of the methods below

- a. Email support: VDSsupport@netapp.com
- b. Phone Support: 844.645.6789

c. VDMS Support Portal

3. Assign the user to their host pool

- a. On the users and groups tab, click on the user group linked to the host pool. For example, the group "kift WVD Shared" is linked to the WVD Shared host pool in VDMS. All users added to "kift WVD Shared" will be assigned access to the session hosts in the "WVD Shared" host pool.

The screenshot shows the 'TrainingKrisG Workspace' interface. The left sidebar contains navigation links: Home, Organizations, Deployments, Workspaces, App Services, Service Board, Scripted Events, Admins, Reports, Applications, Cost Estimator, and SaaS Backup. The main content area is titled 'TrainingKrisG Workspace' and has tabs for Overview, Users & Groups, Servers, AVD, and More... The 'Users & Groups' tab is active, showing two panels: 'Users' and 'Groups'. The 'Users' panel has a 'Filter By' search bar, 'Export', 'Refresh', and 'Add...' buttons. It displays a table with columns: Username, Name, Connection, Status, and Actions. The 'Groups' panel also has a 'Filter By' search bar, 'Export', and 'Add Group' buttons. It displays a table with columns: Name, Total Users, and Actions. The 'kift WVD Shared' group is highlighted in the 'Groups' panel.

Username	Name	Connection	Status	Actions
Test3@TrainingKrisG.onmicrosoft.com	Test User3	Not Connected	Available	
Test1@TrainingKrisG.onmicrosoft.com	Tester 1	Not Connected	Available	
test2@TrainingKrisG.onmicrosoft.com	Tester 2	Not Connected	Available	

Name	Total Users	Actions
kift WVD Shared	2	
kift-all users	2	

- b. Click on the edit icon in the top right of the Users box then click "Add Users"

The screenshot shows the 'kift WVD Shared Group' page. The left sidebar is the same as the previous screenshot. The main content area is titled 'kift WVD Shared Group' and has an 'Overview' tab. The 'Users' tab is active, showing a table with columns: Name, Local Drive Access, and Actions. The 'Add Users' button is highlighted in the top right corner of the 'Users' panel. The 'Applications' panel is also visible, showing a table with columns: Name, Version, and Enabled.

Name	Local Drive Access	Actions
Test1@TrainingKrisG.onmicrosoft.com	<input checked="" type="checkbox"/>	
test2@TrainingKrisG.onmicrosoft.com	<input checked="" type="checkbox"/>	

Name	Version	Enabled
Google Chrome	Latest	No

- c. Check the box next to the user(s) to be added then click "Continue"

Select Users

1 item(s) selected
Show Clear

Filter By

<input type="checkbox"/>	Name	Username	Company Name	Company Code
<input type="checkbox"/>	Tester 1	Test1@TrainingKrisG.onmicrosoft.com	TrainingKrisG	kift
<input type="checkbox"/>	Tester 2	test2@TrainingKrisG.onmicrosoft.com	TrainingKrisG	kift
<input checked="" type="checkbox"/>	Test User3	Test3@TrainingKrisG.onmicrosoft.com	TrainingKrisG	kift

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Cancel
Continue

d. More detailed instructions can be found [here](#)

Existing Active Directory deployments (VDMS is connecting to an existing Active Directory)

1. Create the user in Active Directory as you normally would
2. Add the user to the Active Directory Group that is listed on the deployment

CloudJumper Training PP
Virtual Desktop Service
Version: 6.0
Environment: production

- Home
- Organizations
- Deployments
- Workspaces
- App Services
- Service Board
- Scripted Events
- Admins
- Reports
- Applications
- Cost Estimator
- SaaS Backup

Deployment Details

Name	ID
TrainingKrisG.onmicrosoft.com	vrg
Version	Hypervisor
6.0	Azure
Resource Allocation Type	Domain
MachineSize	TrainingKrisG.onmicrosoft.com
h5 Gateway	RDP Gateway
vrg-h5gw.vrg.cloudworkspace.app	vrg-rds.vrg.cloudworkspace.app
FTP Server Address	Directory Type
None	ActiveDirectory
Most Recent Heartbeat Jul 2, 2021, 3:51 PM	

Processes

Client	User
New ✓ Idle	New ✓ Idle
Update ✓ Idle	Update ✓ Idle
Delete ✓ Idle	Delete ✓ Idle

App Service	Other
New ✓ Idle	Server Cache ✓ Idle
Update ✓ Idle	
Delete ✓ Idle	

PAM Approval Details

✗ Require Client Approval for PAM Access Requests

Active Directory Group

Group Name
VDMS Access

3. Enable cloudworkspace
4. Notify NetApp of the additional user using one of the methods below
 - a. Email support: VDSsupport@netapp.com

b. Phone Support: 844.645.6789

c. [VDMS Support Portal](#)

5. Assign the user to their host pool

- a. On the users and groups tab, click on the user group linked to the host pool. For example, the group "kift WVD Shared" is linked to the WVD Shared host pool in VDMS. All users added to "kift WVD Shared" will be assigned access to the session hosts in the "WVD Shared" host pool.

CloudJumper Training PP
Virtual Desktop Service
Version 6.0
Environment: production

Home > Workspaces > TrainingKrisG > Users & Groups

TrainingKrisG Workspace

Overview **Users & Groups** Servers AVD More...

Users

Filter By: Keyword [] Export Refresh + Add...

Username	Name	Connection	Status	Actions
Test3@TrainingKrisG.onmicrosoft.com	Test User3	Not Connected	Available	
Test1@TrainingKrisG.onmicrosoft.com	Tester 1	Not Connected	Available	
test2@TrainingKrisG.onmicrosoft.com	Tester 2	Not Connected	Available	

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Groups

Filter By: Keyword [] Export + Add Group

Name	Total Users	Actions
kift WVD Shared	2	
kift-all users	2	

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- b. Click on the edit icon in the top right of the Users box then click "Add Users"

CloudJumper Training PP
Virtual Desktop Service
Version 6.0
Environment: production

Home > Workspaces > TrainingKrisG > Users & Groups > kift WVD Shared

kift WVD Shared Group

Overview

Users

Filter By: Keyword [] Add Users

Name	Local Drive Access	Actions
Test1@TrainingKrisG.onmicrosoft.com	<input checked="" type="checkbox"/>	
test2@TrainingKrisG.onmicrosoft.com	<input checked="" type="checkbox"/>	

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Cancel Save

Applications

Filter By: Keyword []

Name	Version	Enabled
Google Chrome	Latest	No

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- c. Check the box next to the user(s) to be added then click "Continue"

Select Users

1 item(s) selected

Show

Clear

Filter By

Keyword

Name

Username

Company Name

Company Code

Tester 1

Test1@TrainingKrisG.o
nmicrosoft.com

TrainingKrisG

kift

Tester 2

test2@TrainingKrisG.o
nmicrosoft.com

TrainingKrisG

kift

☒

Test User3

Test3@TrainingKrisG.o
nmicrosoft.com

TrainingKrisG

kift

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Cancel

Continue

d. More detailed instructions can be found [here](#)

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