Lab Report

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Your Performance

Your Score: 4 of 6 (67%)   Pass Status: Not Passed

Elapsed Time: 11 minutes 6 seconds   Required Score: 100%

Task Summary

✔ Create a global security group named Accounting in the Accounting OU

✔ Add the correct employees as members of the Accounting group   Hide Details

> ➕ Add Mark Woods as a member of the Accounting group
>
> ➕ Add Mary Barnes as a member of the Accounting group

✘ Create a global security group named Research-Dev in the Research-Dev OU

✘ Add the correct employees as members of the Research-Dev group   Hide Details

> ➖ Add Andrea Socko as a member of the Research-Dev group
>
> ➖ Add Arlene Kimbly as a member of the Research-Dev group
>
> ➖ Add Pat Benton as a member of the Research-Dev group
>
> ➖ Add Scott Trans as a member of the Research-Dev group
>
> ➖ Add Stella Hanson as a member of the Research-Dev group
>
> ➖ Add Tre Julian as a member of the Research-Dev group
>
> ➖ Add Wendy Pots as a member of the Research-Dev group

✔ Create a global security group named Sales in the Sales OU

✔ Add the correct employees as members of the Sales group   Hide Details

> ➕ Add Susan Smith as a member of the Sales group
>
> ➕ Add Mark Burnes as a member of the Sales group
>
> ➕ Add Borey Chan as a member of the Sales group

Explanation

In this lab, you complete the following tasks:

- Create a global security group named **Accounting** in the Accounting OU.
- Create a global security group named **Research-Dev** in the Research-Dev OU.
- Create a global security group named **Sales** in the Sales OU.
- Add all user accounts in the corresponding OUs and sub-OUs as members of the newly-created groups.

Following are steps an expert might take to complete this lab:

1. From Server Manager, select **Tools** > **Active Directory Users and Computers**.
2. Browse the Active Directory structure to the appropriate *OU*.
3. Right-click the *OU* you want to create the group in and select **New** > **Group**.
4. In the Group name field, enter the *name* of the group.
5. Select the *group scope*.
6. Select the *group type*; then click **OK**.
7. Add a user account to a group as follows:
   - a. Right-click the *user account* and select **Add to a group**. (Use the Ctrl or Shift keys to select and add multiple user accounts to a group at the same time.)
   - b. In the Enter the object names to select, enter the *name* of the group.

     c. Select a group scope and a group type, and then click **OK**.

     d. Select **Check Names**.

     e. Click **OK**.

     f. Click **OK**.

     g. Repeat step 7 to add users to the group.

8. Repeat steps 6-8 to add additional users to the group.