

Lab Report

Your Performance

Your Score: 4 of 4 (100%)  
Elapsed Time: 4 minutes 20 seconds

Pass Status: Pass  
Required Score: 100%

Task Summary

Actions you were required to perform:

✓ Create the Scott user accountHide Details

- +

Create the user account
- +

Configure 0Clever1 for the initial password
- +

Require the user to change the password at next logon

✓ Create the Sylvia user account

✓ Create the Jed user accountHide Details

- +

Create the user account
- +

Configure 0Clever1 for the initial password
- +

Require the user to change the password at next logon

✓ Assign group membershipsHide Details

- +

Make Scott a member of the Administrators and Users groups
- +

Make Jed a member of the Users group only

Explanation

In this lab, your task is to create user accounts and add them to groups as follows:

User Account	Account Settings
Scott	Assign an initial password of <b>0Clever1</b> (0 is a zero).
	Force the user to change the password at next logon.
	Add to the Administrators group.
Sylvia	Assign an initial password of <b>0Clever1</b> (0 is a zero).
	Force the user to change the password at next logon.
	Add to the Backup Operators group.
Jed	Assign an initial password of <b>0Clever1</b> (0 is a zero).
	Force the user to change the password at next logon.

Complete this lab as follows:

1. Create user accounts as follows:

- a. Right-click **Start** and select **Computer Management**.
  - b. Expand **Local Users and Groups**.
  - c. Right-click **Users** and select **New User**.
  - d. In the User Name field, enter the *username*.
  - e. In the Password field, enter **0Clever1** (0 is a zero).
  - f. In the Confirm password field, enter **0Clever1** (0 is a zero).
  - g. Make sure **User must change password at next logon** is selected.
  - h. Select **Create**.
  - i. Repeat steps 1d–1h to create additional user accounts.
  - j. Select **Close**.
2. Add a user to a groups as follows:
- a. In the left pane, select **Groups**.
  - b. In the center pane, right-click the *group* and select **Add to Group**.
  - c. Select **Add**.
  - d. Under Enter the object names to select, enter the *username* to be added to the group, then click **OK**.
  - e. Click **OK**.
  - f. Repeat steps 2b–2e to assign additional users to other groups.