

EXPLORE | DIGITAL SKILLS

Set Up Your Everyday IAM User Account

Train Overview

In this train, you will learn how to create an IAM user account with full administrator privileges for daily use. This will help to protect your root user account from any unauthorised access.



We will cover the following topics:

01

AWS Identity Access Management(IAM) service.

02

IAM User Authentication

03

IAM Groups

04

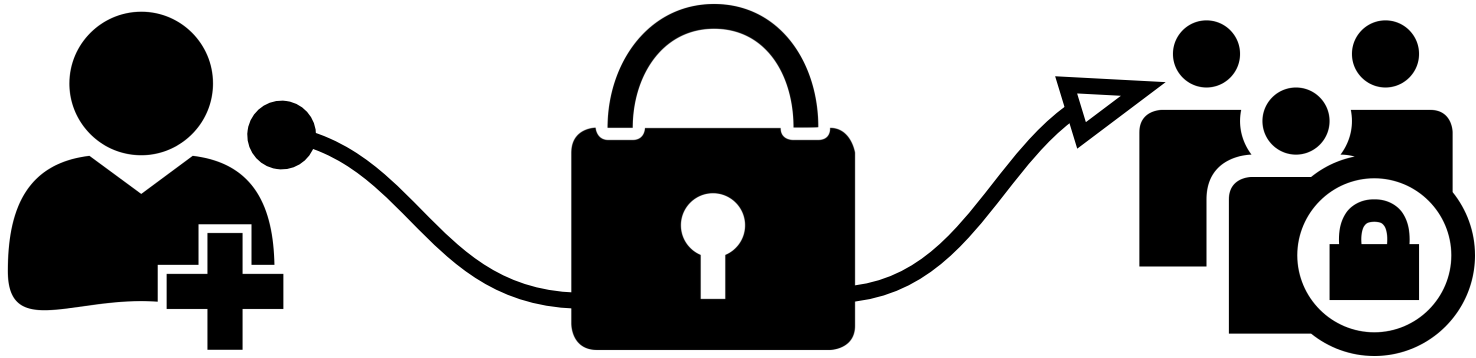
IAM Policies

Root User vs IAM User Access

In AWS there are root users and IAM users. A root user is for the person that created the AWS account (the account owner), and the root user creates the IAM user. The root user can create an IAM administrator to manage IAM users.

The **Root User** account will allow full access to all resources in the account. If the root user account belongs to a company that uses AWS Organizations then access can be limited with a [service control policy \(SCP\)](#).

An **IAM User** account can be used to securely control access to AWS services and resources for all users in your AWS account. Each user can have unique credentials created for them which define who has access to which resources.



Creating IAM user account

Creating an **IAM user** with **administrator permissions** to use for everyday AWS tasks is a great way to keep your account secure. To do this you need to sign in to your AWS account using Root user authentication.

1. Start off by selecting the Root radio button followed by inputting your registered AWS **Root user email address** and click the next button.
2. On the next screen type in your **Password** then click Sign in

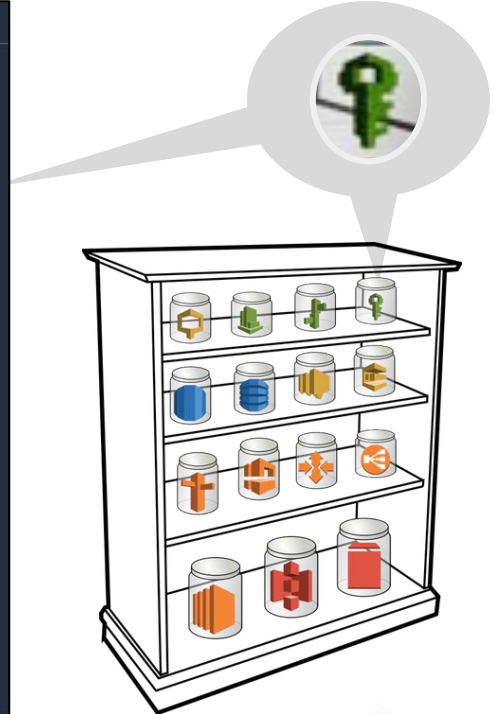
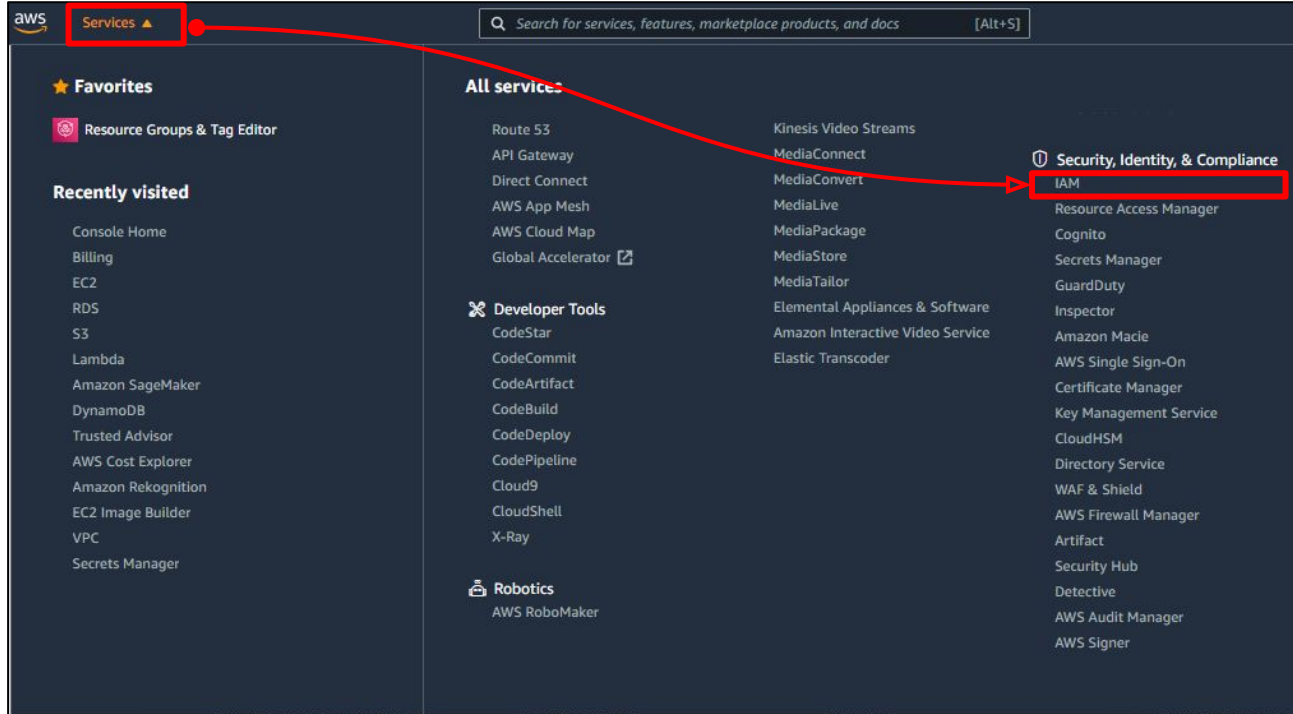
There are specific tasks such as changing AWS account settings, restoring IAM user permissions, activating IAM access to the Billing and Cost Management console and even closing the AWS account.



The screenshot displays the AWS sign-in interface, divided into two numbered steps. Step 1, labeled with a '1' in a blue circle, shows the 'Sign in' page with the AWS logo. It features two radio button options: 'Root user' (selected) and 'IAM user'. The 'Root user' option is highlighted with a red box. Below these options is a text input field for the 'Root user email address', containing 'fortune@explore-ai.net', also highlighted with a red box. A blue 'Next' button is at the bottom. Step 2, labeled with a '2' in a blue circle, shows the 'Root user sign in' page. It displays the email 'fortune@explore-ai.net' and a password input field with masked characters, both highlighted with red boxes. A 'Forgot password?' link is next to the password field. A blue 'Sign in' button is at the bottom. Below the button are links for 'Sign in to a different account' and 'Create a new AWS account'.

Creating an IAM User Account

To access the AWS IAM service you can use the drop-down menu on the top left corner of your AWS Management console. The IAM service is located in the Security, Identity, and Compliance category.



AWS IAM Dashboard

The IAM Dashboard is a simple interface that you can use to manage resources and features of the IAM service. This page will be populated with information about the **Sign-in URL** form. The IAM **Users, Groups, Roles** and other Identity and Access Management resource information are tracked and managed on this screen. On the left of the screen, you will be able to navigate to any of the resources available in the IAM dashboard this is known as the navigation pane.

1. Now to create a new IAM user click **Users** to be switched to the user view of the dashboard.
2. Click on the **Add User** button to be redirected to the add user page.

The screenshot displays the AWS IAM Dashboard interface. On the left, the navigation pane is visible under the heading 'Identity and Access Management (IAM)'. It includes a 'Dashboard' section and an 'Access management' section. The 'Users' link under 'Access management' is highlighted with a red box. The main dashboard area on the right is titled 'IAM dashboard' and contains several sections: 'Sign-in URL for IAM users in this account' with a URL and a 'Customize' link; 'IAM resources' showing counts for Users (0), Groups (0), Roles (2), and Identity providers (0); 'Security alerts' with a warning about MFA for the root user; and 'Best practices' with links to 'Grant least privilege access' and 'Use AWS Organizations'. A red circle with the number '1' is placed near the top right of the dashboard area. At the bottom of the screenshot, there is a section for adding or deleting users. It features a search bar and a table with columns for User name, Groups, Access key age, Password age, Last activity, and MFA. The 'Add user' button is highlighted with a red box. A red circle with the number '2' is placed near the bottom right of this section.

Configuring IAM User Account Details

To configure your IAM user permissions you start by creating a User name, it is also possible to create multiple users that will share the same permissions. Then choose the Access type you want your new account to have. In this train, we will select both **Programmatic access** and **AWS Management Console access**

Programmatic access uses an **access key** and **secret access key** combination for access through development tools such as the AWS CLI, API and SDK. AWS Management Console access enables **User name** and **password access** that can be used to access your AWS services on a web browser. You can choose to set a custom password or let AWS auto-generate a password for you.

Click on “Next: Permissions” to continue.

The screenshot shows the 'Add user' console in AWS IAM. It is divided into five numbered steps: 1. Set user details, 2. Select AWS access type, 3. Set permissions, 4. Review, and 5. Add user. Step 1 is currently active. In this step, the 'User name*' field is set to 'Fortune_Mwenda' and is highlighted with a red box. Below it is a link to 'Add another user'. Step 2, 'Select AWS access type', is also highlighted with a red box. It shows two options: 'Programmatic access' (selected with a blue checkmark) and 'AWS Management Console access' (unselected). The description for 'Programmatic access' states it enables an 'access key ID' and 'secret access key'. The description for 'AWS Management Console access' states it enables a 'password'. Below this, there is a section for 'Console password*' with two options: 'Autogenerated password' (selected) and 'Custom password' (unselected). The 'Custom password' option has a text input field. At the bottom, there is a 'Require password reset' section with a checked checkbox and a description: 'User must create a new password at next sign-in. Users automatically get the IAMUserChangePassword policy to allow them to change their own password.' Navigation buttons at the bottom include 'Cancel' and 'Next: Permissions'.

Add user

1 2 3 4 5

Set user details

You can add multiple users at once with the same access type and permissions. [Learn more](#)

User name* Fortune_Mwenda

[Add another user](#)

Select AWS access type

Select how these users will access AWS. Access keys and autogenerated passwords are provided in the last step. [Learn more](#)

Access type* ☒ **Programmatic access**
Enables an **access key ID** and **secret access key** for the AWS API, CLI, SDK, and other development tools.

☐ **AWS Management Console access**
Enables a **password** that allows users to sign-in to the AWS Management Console.

* Required

[Cancel](#) [Next: Permissions](#)

☒ **AWS Management Console access**
Enables a **password** that allows users to sign-in to the AWS Management Console.

Console password* ☒ Autogenerated password
☐ Custom password

Require password reset ☒ User must create a new password at next sign-in
Users automatically get the [IAMUserChangePassword](#) policy to allow them to change their own password.

Configuring IAM User Permissions

When you set permissions for your IAM user you will have 3 options to choose from. For this train we will add our user to a group, this will allow you to create new groups to manage user permissions based on the policies that are attached to those groups.



Add user to a group will allow you to add your user(s) to a new group or existing groups



If you have already created an IAM user you can Copy permissions from existing users



You can even attach existing policies directly to the IAM user account

Add user

12345

▼ Set permissions

Add user to group

Copy permissions from existing user

Attach existing policies directly

Get started with groups

You haven't created any groups yet. Using groups is a best-practice way to manage users' permissions by job functions, AWS service access, or your custom permissions. Get started by creating a group. [Learn more](#)

Create group

► Set permissions boundary

Cancel

Previous

Next: Tags

Create an IAM Group and Associate Policies

Creating a group is as simple as providing a **Group name** and choosing which policies you want to attach to the group. For your IAM account select the **AdministratorAccess** policy for full access to AWS services.

Create group

Create a group and select the policies to be attached to the group. Using groups is a best-practice way to manage users' permissions by job functions, AWS service access, or your custom permissions. [Learn more](#)

Group name

Create policy Refresh

Filter policies Search Showing 644 results

	Policy name	Type	Used as	Description
<input checked="" type="checkbox"/>	AdministratorAccess	Job function	None	Provides full access to AWS services and resources.
<input type="checkbox"/>	AdministratorAccess-A...	AWS managed	None	Grants account administrative permissions while explicitly a...
<input type="checkbox"/>	AdministratorAccess-A...	AWS managed	None	Grants account administrative permissions. Explicitly allow...
<input type="checkbox"/>	AlexaForBusinessDevic...	AWS managed	None	Provide device setup access to AlexaForBusiness services

Cancel Create group

Once you have created a group with administrator access permissions select the group and add a user to the group. At this point, you are basically done with the main requirements for setting up an IAM user. Click on the **Next: Tags** button to continue.

Add user

1 2 3 4 5

Set permissions

Add user to group Copy permissions from existing user Attach existing policies directly

Add user to an existing group or create a new one. Using groups is a best-practice way to manage user's permissions by job functions. [Learn more](#)

Add user to group

Create group Refresh

Search Showing 1 result

Group	Attached policies
<input checked="" type="checkbox"/> Explore_User	AdministratorAccess

Cancel Previous Next: Tags

Adding IAM Tags

Adding tags is optional but it can be a useful way to keep track of the IAM user account that you create. Tagging is supported by many AWS services as a tool for identifying and organizing your AWS resources.

You can use tagging to describe the user permissions and user type. Tags are key-value pairs custom attribute labels.

A tag has two parts:

1. **Key** - Case sensitive title (e.g admin_user, dev_user) the choice is yours.
2. **Value** - An optional field, however omitting this field is the same as using an empty string. The value is also case-sensitive.

Add user

1 2 3 4 5

Add tags (optional)

IAM tags are key-value pairs you can add to your user. Tags can include user information, such as an email address, or can be descriptive, such as a job title. You can use the tags to organize, track, or control access for this user. [Learn more](#)

Key	Value (optional)	Remove
Super_User	This key is for IAM Administrator Access	✕
<input type="text" value="Add new key"/>	<input type="text"/>	

You can add 49 more tags.



Review Account Settings

Finally, it is time to review the configurations you have set for your new IAM account. You can navigate back from this page to make any changes if you need to.

Ensure that your account has:

- Both programmatic and AWS Management Console **access types**
- There are no **permission boundaries** set.
- And your account is **associated with a group** that has **full administrator access permission**.

If your IAM account meets these conditions you can click the **Create user** button to complete the creation of your IAM account.

Add user

12345

Review

Review your choices. After you create the user, you can view and download the autogenerated password and access key.

User details

User name	Fortune_Mwenda
AWS access type	Programmatic access and AWS Management Console access
Console password type	Custom
Require password reset	Yes
Permissions boundary	Permissions boundary is not set

Permissions summary

The user shown above will be added to the following groups.

Type	Name
Group	Explore_User
Managed policy	IAMUserChangePassword

Tags

The new user will receive the following tags

CancelPrevious>Create user

Your IAM User Account Credentials

Congratulations! You now have an IAM user account to use in AWS. This account should be used to access AWS in place of your root user account whenever possible as this will help to improve your security in the cloud. There is an option to send login details to your email use this link to get **login instructions sent to your email**.

Add user



Success

You successfully created the users shown below. You can view and download user security credentials. You can also email users instructions for signing in to the AWS Management Console. This is the last time these credentials will be available to download. However, you can create new credentials at any time.

Users with AWS Management Console access can sign-in at: <https://509621447991.signin.aws.amazon.com/console>



Download .csv

	User	Access key ID	Secret access key	Email login instructions
▶	✓ jwest.devops@e-spactech.com	AKIAXNJ6OFU3VMXOHHFJ	***** Show	Send email 


Conclusion


- In this train we've learned how to:
 - Access the AWS Identity Access Management(IAM) service.
 - Navigate the AWS IAM Dashboard to create a new IAM user.
 - Configure IAM user account details
 - Configure IAM user permissions
 - Create an IAM group and associate policies
 - Get your IAM user account credentials and login instructions
- Once you're comfortable with your new AWS IAM account you can use it to create a new IAM user account with minimum privileges for the resources you need.



Appendix

While signed in with your AWS account You can simulate an IAM user policy using the [IAM Policy Simulator](#). To try it out you just select an **IAM User** and the **IAM Policies** you want to check and the actions you want the policy simulator to check. You can also simulate **IAM Group** and **Roles** policies.

 IAM Policy Simulator

Mode : Existing Policies ▾ FortuneNM ▾ 

Users, Groups, and Roles

Users ▾

Fortune_Mwenda

jwest.devops@e-spactech.com

sankosi.dbadmin@e-spactech.com

Policy Simulator

AWS Accounts ▾ 3 Action(s) sele... ▾ Select All Deselect All Reset Contexts Clear Results Run Simulation

▸ Global Settings ⓘ

Action Settings and Results ⚠ [3 actions selected. 0 actions not simulated. 3 actions allowed. 0 actions denied.]

Service	Action	Resource Type	Simulation Resource	Permission
▸ AWS Accounts	DisableRegion	not required	*	allowed 1 matching statements.
▸ AWS Accounts	EnableRegion	not required	*	allowed 1 matching statements.
▸ AWS Accounts	ListRegions	not required	*	allowed 1 matching statements.