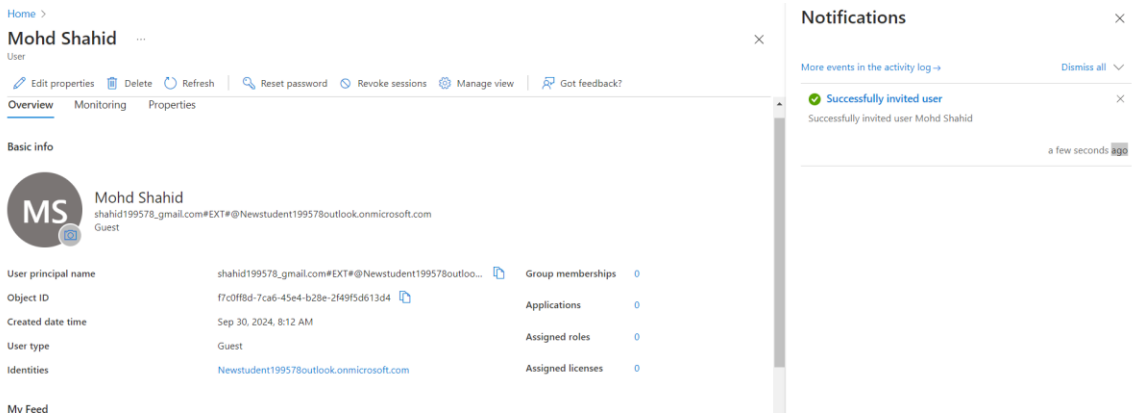
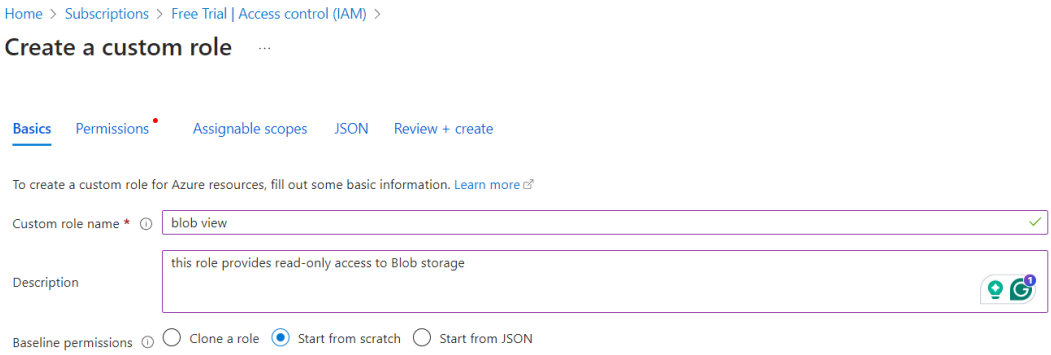
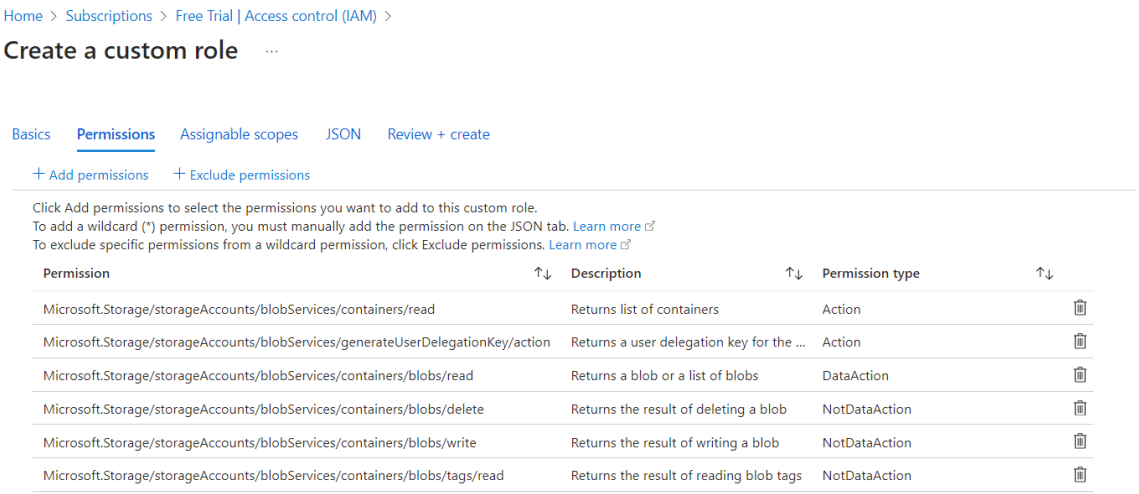
Task 1: Add External Partners as Users in Azure Active Directory and Grant Read-Only Access to Azure Blob

1. **Log in to the [Azure Portal](#)**.
2. In the left-hand menu, select **Azure Active Directory**.
3. Click on **Users** and then **+ New guest user**.
4. Enter the email address of the external partner and add a personal message if needed. Click **Invite**.

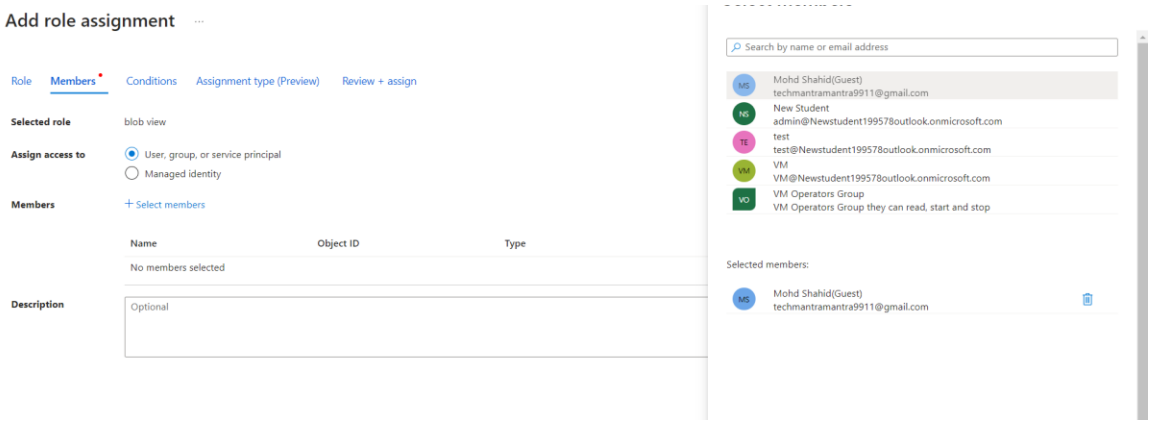


5. After the user accepts the invitation, go to the **Subscriptions** or **Resource Groups** where the Azure Blob Storage resides.
6. Click on **Access control (IAM)**.
7. Click on **+ Add**, then select **Add role assignment**.
8. In the **Role** dropdown, select **Storage Blob Data Reader** (this role provides read-only access to Blob storage).





9. In the **Assign access to** dropdown, select **User, group, or service principal**.

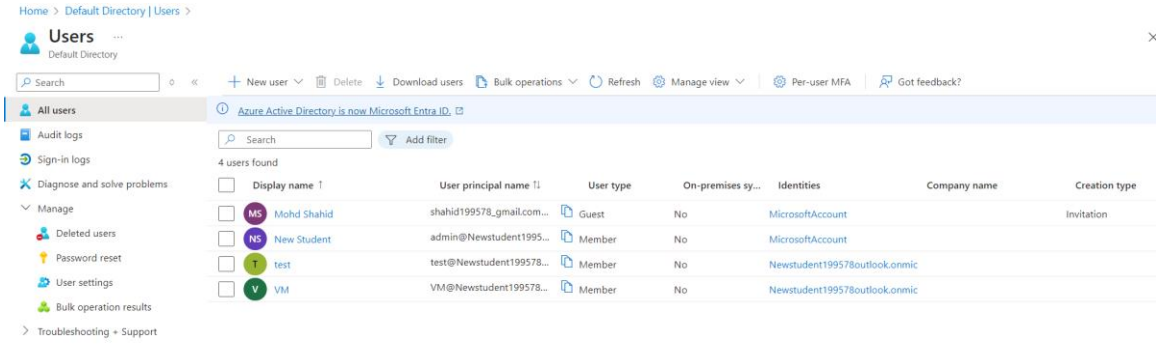


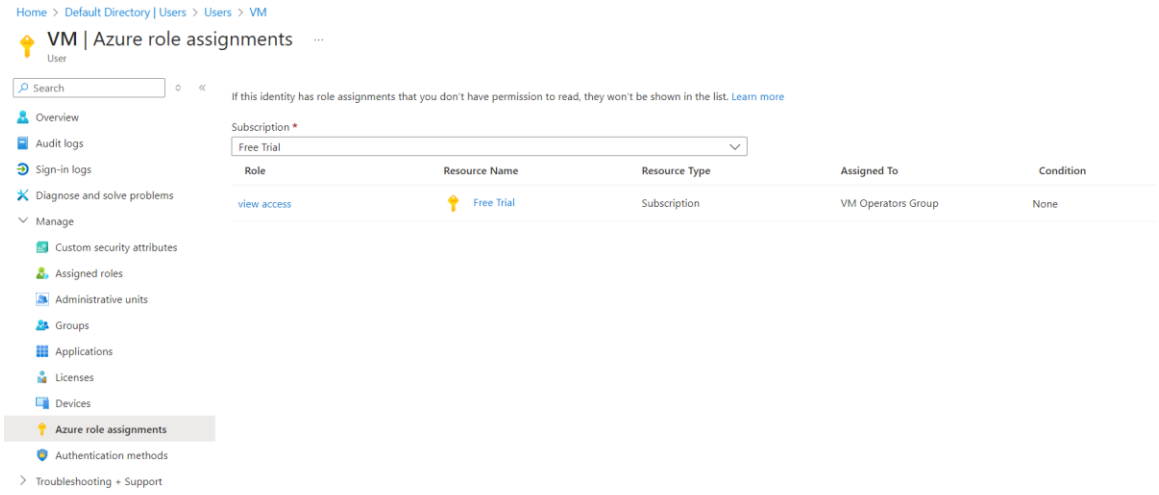
10. Search for and select the external partner's user account, then click **Save**.

Task 2: Create Users for Internal Employees in Custom Azure Active Directory Domain

1. **Log in to the Azure Portal**.
2. Navigate to **Azure Active Directory**.
3. Click on **Users** and then **+ New user**.
4. Fill in the details for the internal employee:
    - **User name**: Choose a username in the format of your custom domain (VM).
    - **Name**: Enter the full name of the employee.
    - **Password**: Generate or set a password for the user.

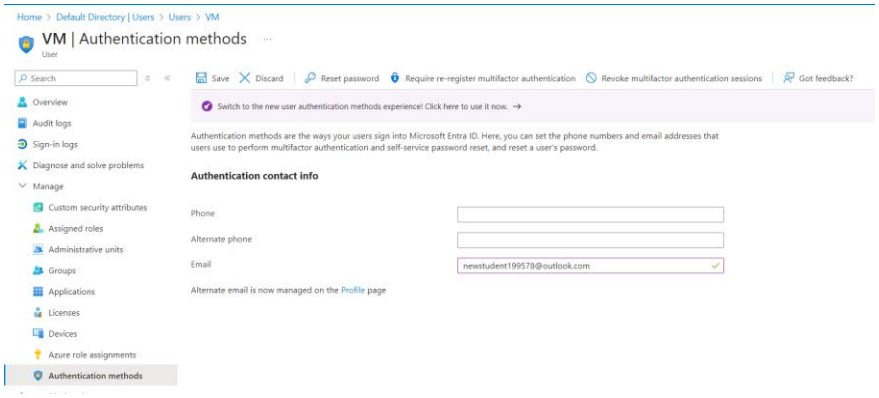
5. Click **Create** to create the user.

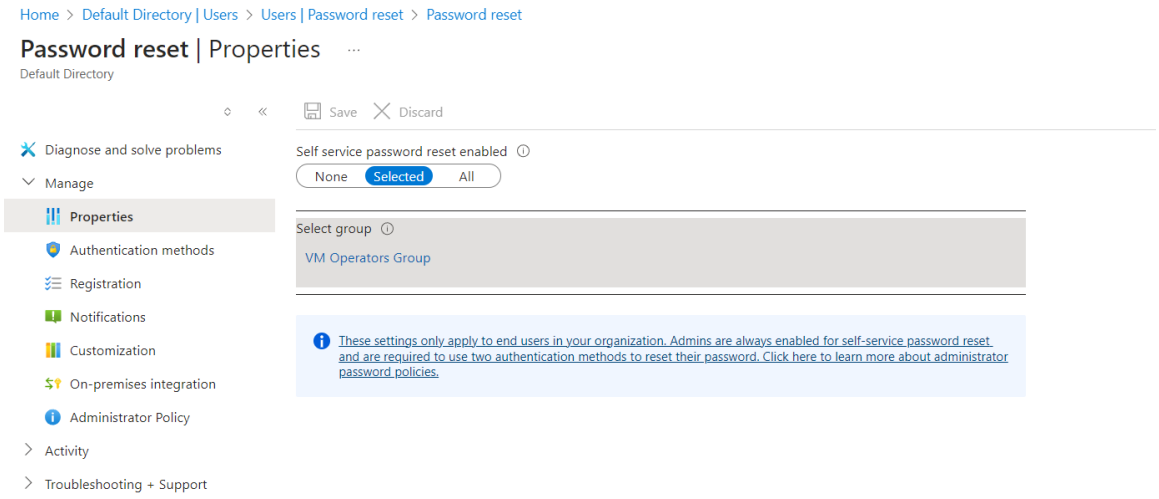


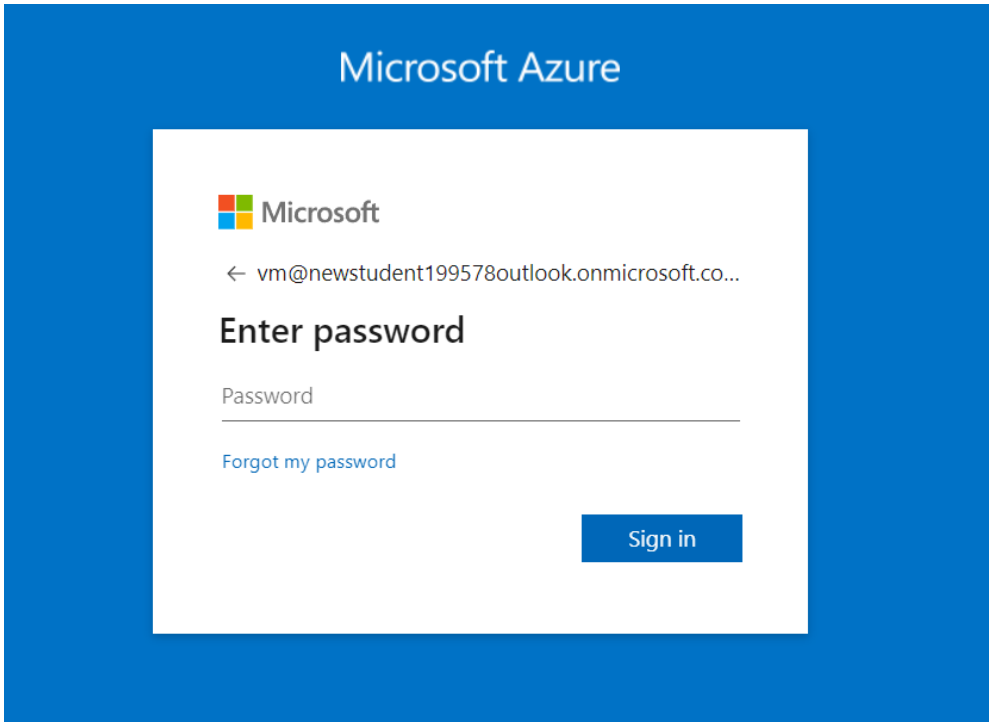


Task 3: Set Up Password Reset for Users Without Help Desk Support

1. **Log in to the Azure Portal**.
2. Navigate to **Microsoft Entra ID**.
3. Select **Users** and then click on **User settings**.
4. Under **Password reset**, enable the option for **All users** or specific groups as required.
5. Choose the **Authentication methods** you want to allow for password resets, such as **Email** or **Mobile app verification**.
6. Set up the **Registration** for users to ensure they provide the necessary information for password resets.
7. Click **Save** to apply the settings.


Home > Default Directory | Users > Users > VM
VM | Authentication methods
User
Search
Overview
Audit logs
Sign-in logs
Diagnose and solve problems
Manage
Custom security attributes
Assigned roles
Administrative units
Groups
Applications
Licenses
Devices
Azure role assignments
Authentication methods
Save
Discard
Reset password
Require re-register multifactor authentication
Revoke multifactor authentication sessions
Got feedback?
Switch to the new user authentication methods experience! Click here to use it now.
Authentication methods are the ways your users sign into Microsoft Entra ID. Here, you can set the phone numbers and email addresses that users use to perform multifactor authentication and self-service password reset, and reset a user's password.
Authentication contact info
Phone
Alternate phone
Email
newstudent199578@outlook.com
Alternate email is now managed on the Profile page


Home > Default Directory | Users > Users | Password reset > Password reset
Password reset | Properties
Default Directory
Save
Discard
Diagnose and solve problems
Manage
Properties
Authentication methods
Registration
Notifications
Customization
On-premises integration
Administrator Policy
Activity
Troubleshooting + Support
Self service password reset enabled
None
Selected
All
Select group
VM Operators Group
These settings only apply to end users in your organization. Admins are always enabled for self-service password reset and are required to use two authentication methods to reset their password. Click here to learn more about administrator password policies.


Microsoft Azure
Microsoft
vm@newstudent199578outlook.onmicrosoft.co...
Enter password
Password
Forgot my password
Sign in

Microsoft

Get back into your account

verification step 1 > choose a new password

Please choose the contact method we should use for verification:

Email my alternate email

You will receive an email containing a verification code at your alternate email address (ne********@outlook.com).

Email

Cancel

Microsoft

Get back into your account

verification step 1 ✓ > **choose a new password**

* Enter new password:

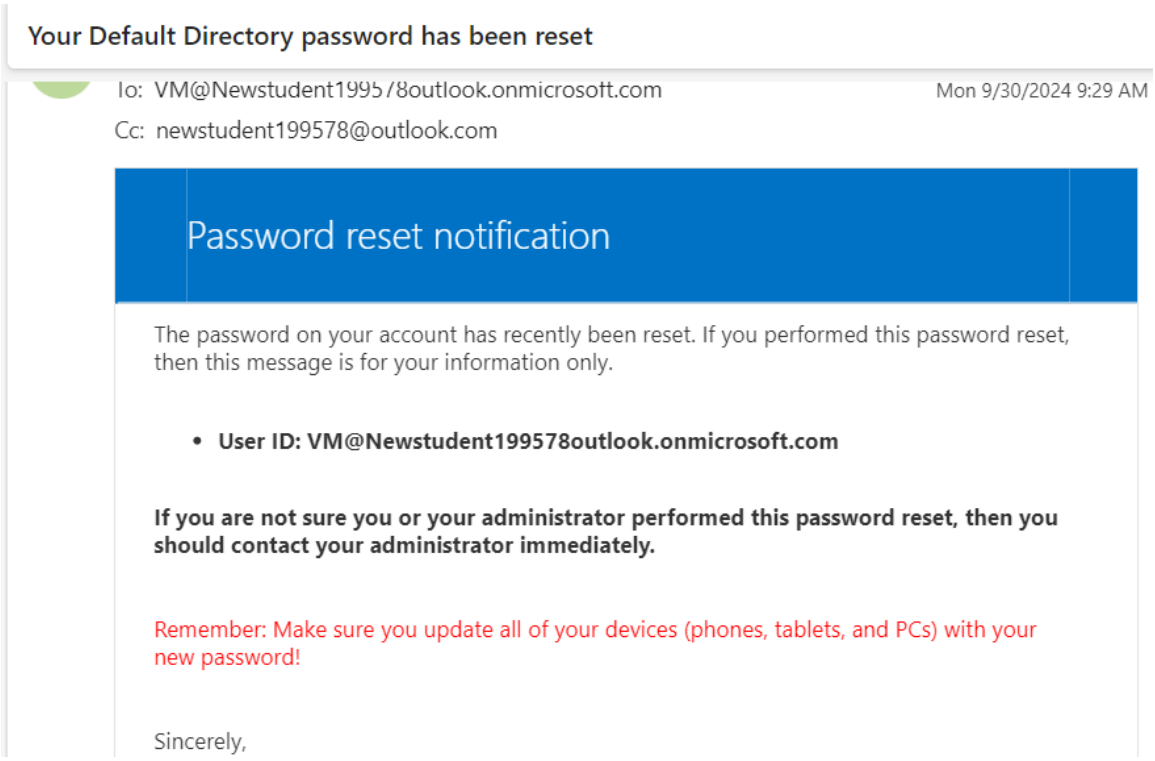
••••••••••••

strong

* Confirm new password:

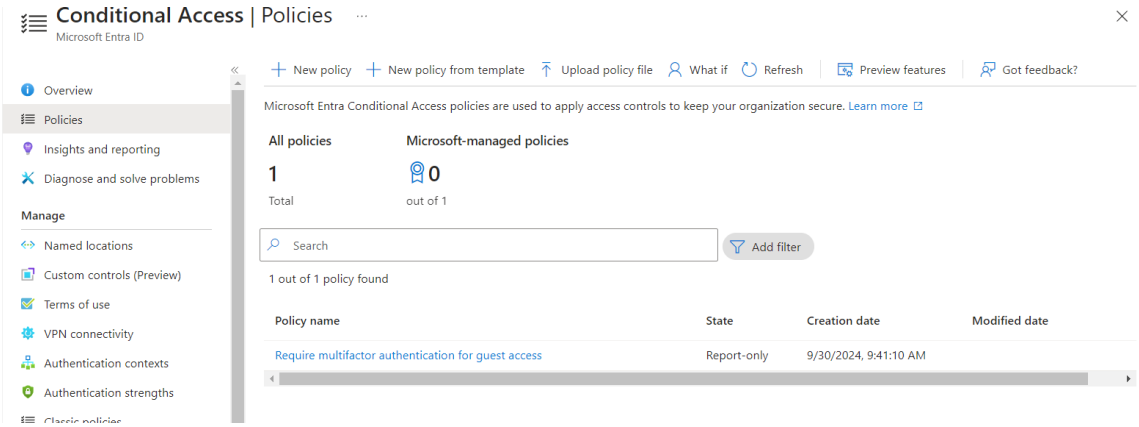
••••••••••••

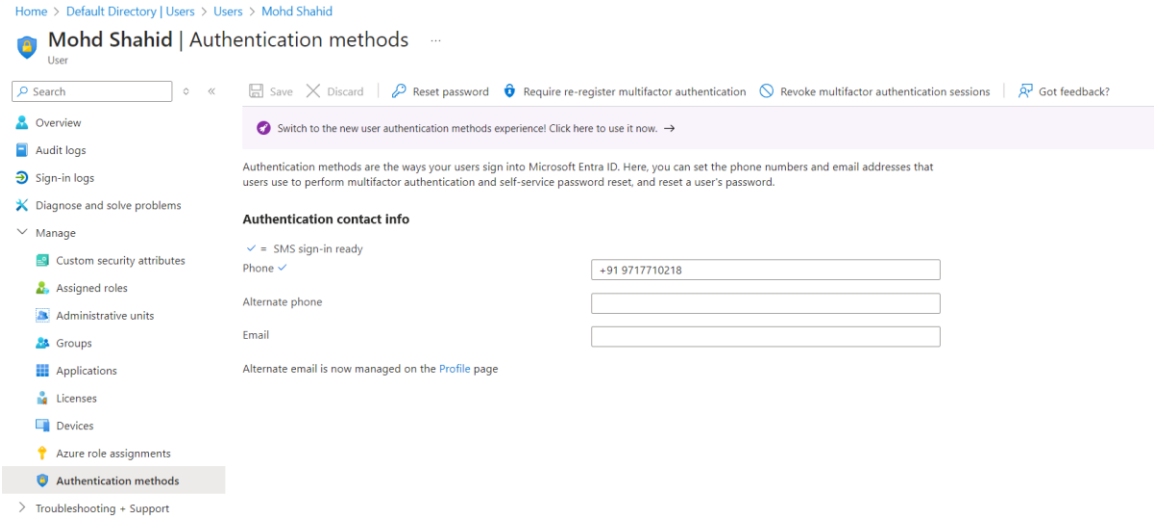
Finish Cancel

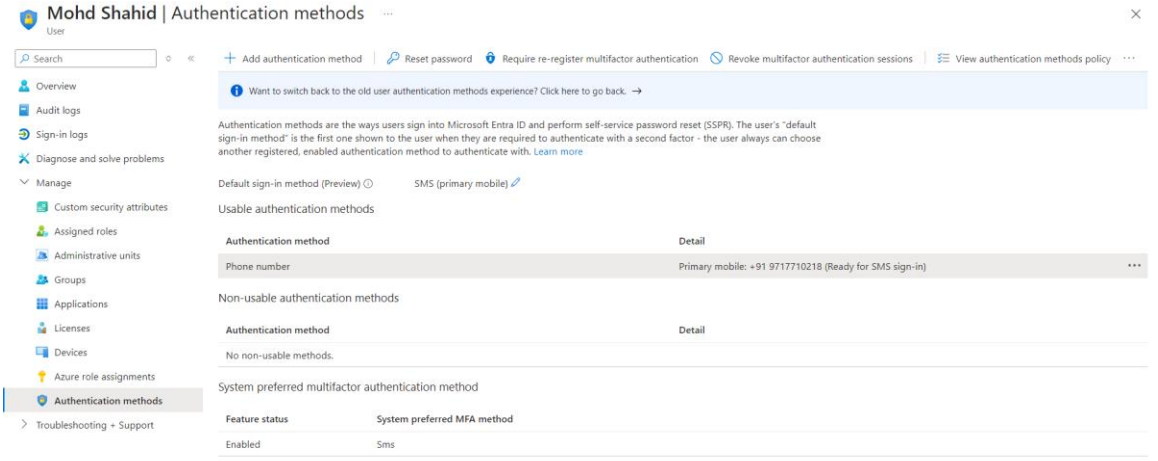


Task 4: Set Up MFA for External Partners

1. **Log in to the Azure Portal**.
2. Navigate to **Azure Active Directory**.
3. Click on **Users**, then select **Multi-Factor Authentication**.
4. On the MFA settings page, find the external partner's user account.
5. Enable Multi-Factor Authentication for that user. You can set up various verification methods such as:
    - **SMS**
6. Inform the external partner to complete the MFA setup by following the instructions they receive.


Conditional Access | Policies
Microsoft Entra ID
Overview
Policies
Insights and reporting
Diagnose and solve problems
Manage
Named locations
Custom controls (Preview)
Terms of use
VPN connectivity
Authentication contexts
Authentication strengths
New policy
New policy from template
Upload policy file
What if
Refresh
Preview features
Got feedback?
Microsoft Entra Conditional Access policies are used to apply access controls to keep your organization secure. Learn more
All policies
1
Total
Microsoft-managed policies
0
out of 1
Search
Add filter
1 out of 1 policy found
Policy name
State
Creation date
Modified date
Require multifactor authentication for guest access
Report-only
9/30/2024, 9:41:10 AM


Home > Default Directory | Users > Users > Mohd Shahid
Mohd Shahid | Authentication methods
User
Search
Overview
Audit logs
Sign-in logs
Diagnose and solve problems
Manage
Custom security attributes
Assigned roles
Administrative units
Groups
Applications
Licenses
Devices
Azure role assignments
Authentication methods
Troubleshooting + Support
Save
Discard
Reset password
Require re-register multifactor authentication
Revoke multifactor authentication sessions
Got feedback?
Switch to the new user authentication methods experience! Click here to use it now.
Authentication methods are the ways your users sign into Microsoft Entra ID. Here, you can set the phone numbers and email addresses that users use to perform multifactor authentication and self-service password reset, and reset a user's password.
Authentication contact info
= SMS sign-in ready
Phone
+91 9717710218
Alternate phone
Email
Alternate email is now managed on the Profile page


Mohd Shahid | Authentication methods
User
Search
Overview
Audit logs
Sign-in logs
Diagnose and solve problems
Manage
Custom security attributes
Assigned roles
Administrative units
Groups
Applications
Licenses
Devices
Azure role assignments
Authentication methods
Troubleshooting + Support
Add authentication method
Reset password
Require re-register multifactor authentication
Revoke multifactor authentication sessions
View authentication methods policy
Want to switch back to the old user authentication methods experience? Click here to go back.
Authentication methods are the ways users sign into Microsoft Entra ID and perform self-service password reset (SSPR). The user's "default sign-in method" is the first one shown to the user when they are required to authenticate with a second factor - the user always can choose another registered, enabled authentication method to authenticate with. Learn more
Default sign-in method (Preview)
SMS (primary mobile)
Usable authentication methods
Authentication method
Detail
Phone number
Primary mobile: +91 9717710218 (Ready for SMS sign-in)
Non-usable authentication methods
Authentication method
Detail
No non-usable methods.
System preferred multifactor authentication method
Feature status
System preferred MFA method
Enabled
Sms