Lab Answer Key: Module 8: Creating and managing Azure AD

Lab: Create and manage Azure Active Directory tenants

Exercise 1: Create users in Azure AD

Task 1: Create Azure AD users in the Azure AD Default Directory of an Azure subscription

1. From MIA-CL1, open Internet Explorer and go to **https://manage.windowsazure.com <https://manage.windowsazure.com>**.
2. If you receive a prompt, sign in by using the Microsoft account that is either the service administrator or a co-administrator of your Azure subscription.
3. If you are presented with the **Help us make your experience awesome** dialog box, click **Not now**.
4. In the vertical navigation bar on the left side of the Azure classic portal page, click **ACTIVE DIRECTORY**.
5. On the **active directory** page, click **Default Directory**.
6. If you are presented with the **Let's talk about Azure AD** dialog box, close it by clicking **x** in its upper right corner.
7. Click **USERS**.
8. Click **ADD USER**.
9. In the **Tell us about this user** dialog box, enter the following settings, and then click **Next**:
    - TYPE OF USER: **New user in your organization**
    - USER NAME: **deanna**

1. In the **user profile** dialog box, enter the following settings, and then click **Next**:
    - FIRST NAME: **Deanna**
    - LAST NAME: **Ball**
    - DISPLAY NAME: **Deanna Ball**
    - ROLE: **User**
    - Enable Multi-Factor Authentication: Not selected
1. Click **create**.
2. On the **Get temporary password** page, write down the value displayed in the **NEW PASSWORD** text box.
3. Click **Complete**.
4. Click **ADD USER**.
5. In the **Tell us about this user** dialog box, enter the following settings, and then click **Next**:
    - TYPE OF USER: **New user in your organization**
    - USER NAME: **kari**
1. In the **user profile** dialog box, enter the following settings, and then click **Next**:
    - FIRST NAME: **Kari**
    - LAST NAME: **Tran**
    - DISPLAY NAME: **Kari Tran**
    - ROLE: **Global Admin**
    - ALTERNATE EMAIL ADDRESS: Type the email address of your Microsoft account that is either the service administrator or a co-administrator of your Azure subscription.
    - Enable Multi-Factor Authentication: Not selected
1. Click **create**.

2. On the **Get temporary password** page, note the value displayed in the **NEW PASSWORD** text box.
3. Click **Complete**.
4. Leave the Internet Explorer window open. You will use it later in this lab.

Task 2: Assign the owner role to an Azure AD user

1. From MIA-CL1, open Internet Explorer, and go to **https://portal.azure.com <https://portal.azure.com>**.
2. If you receive a prompt, sign in by using the Microsoft account that is either the service administrator or a co-administrator of your Azure subscription.
3. In the Azure portal interface, in the **Hub** menu, click **More Services**.
4. Scroll down the list of resources, and then click **Subscriptions**.
5. In the **Subscriptions** blade, click your subscription.
6. In the blade showing your subscription, click **Access control (IAM)**.
7. In the **Access control (IAM)** blade, click **Add**. This opens the **Add access** blade and the **Select a role** blade.
8. In the **Select a role** blade, click **Owner**.
9. In the **Add users** blade, click **Deanna Ball,** and then click **Select**.
10. In the **Add access** blade, click **OK**.

Task 3: Sign in as new users to the Azure Portal

1. In the Internet Explorer window, click the **Settings** icon (cog wheel) in the upper-right corner.
2. In the drop-down menu, click **Safety**, and then click **InPrivate Browsing**. This opens a new InPrivate browsing Internet Explorer window.
3. In the InPrivate browsing Internet Explorer window, go to **https://portal.azure.com <https://portal.azure.com>**
4. If you receive a prompt, in the **Email or phone** text box, enter the complete user name of the **deanna** Azure AD user account, including the suffix following the **@** symbol.
5. In the **Password** text box, enter the password you noted while creating the **deanna** user account and then click **Sign in**.

6. You will be redirected to the **Update your password** page. Enter the following details and then click **Update password and sign in**:

- Current password: The same password you just entered.
- New password: **Pa$$w0rd**
- Confirm password: **Pa$$w0rd**

7. This redirects you to the Azure portal interface.
8. In the Azure portal interface, in the **Hub** menu, click **More Services**.
9. Scroll down the list of resources, and then click **Subscriptions**.
10. In the **Subscriptions** blade, click your subscription.
11. Note that you can view all details of the subscription, including **Breakdown of current charges**.
12. In the **Settings** blade, click **Access control (IAM)**. Note that you have full access to the **Access control (IAM)** blade.
13. Click the **user name** in the upper-right corner, and then click **Sign out** in the drop down menu.
14. On the Microsoft Azure page, click **Use another account**.
15. When prompted to authenticate, in the Email or phone text box, enter the full user name of the **kari** Azure AD user account, including the suffix following the **@** symbol.
16. In the Password text box, enter the password you noted when creating the kari user account and then click **Sign in**.
17. You will be redirected to the Update your password page. Enter the following details and then click **Update password and sign in**:
    - Current password: The same password you just typed in
    - New password: **Pa$$w0rd**
    - Confirm password: **Pa$$w0rd.** This redirects you to the Azure portal interface.
18. In the Azure portal interface, in the Hub menu, click **More Services**
19. Scroll down the list of resources, and then click **Subscriptions**.
20. In the **Subscriptions** blade, notice the message, **You don't have any subscriptions.**

> **Note:** Note that the Global Admin role grants permissions only to Azure AD tenant objects, not to Azure subscription resources

21. Click the **user name** in the upper-right corner and click **Sign out** in the drop-down menu.

22. Close the Internet Explorer InPrivate Browsing session window.

Task 4: Delete the new Azure AD user

1. Switch back to the Azure classic portal.
2. On the **default directory** page, click the entry in the **USER NAME** column of **Kari Tran** user account.
3. Click **DELETE** in the command bar at the bottom of the page.
4. When you receive a prompt for confirmation, click **YES**.
5. Click the **back arrow** in the upper-left corner of the portal interface.
6. Leave the Azure classic portal open in Internet Explorer.

> **Result**: After completing this exercise, you should have used the Azure classic portal to create Azure AD user accounts, configure one of them as a Global Admin, and grant the other full permissions to your Azure subscription.

Exercise 2: Create a new Azure AD Tenant and a custom DNS domain

Task 1: Create a new Azure AD tenant in an Azure subscription

1. From the **active directory** page in the Azure classic portal, click **+NEW** in the lower-left corner.
2. Click **DIRECTORY**.
3. Click **CUSTOM CREATE**.

4. In the **Add directory** dialog box, enter the following settings, and then select the **Complete** check mark:

- Directory: **Create new directory**
- Name: **AdatumLab**
- Domain Name: Specify a unique name. A green checkmark appears on the right side of the text box if the name is confirmed.
- Country or Region: **United States**
- This is a B2C directory: Ensure that this check box is not selected.

Task 2: Create a custom domain in the Default Directory of your Azure subscription

1. On the **active directory** page, click **AdatumLab**.
2. Click **DOMAINS**.
3. Click **ADD A CUSTOM DOMAIN**.
4. On the **Specify a domain name** page, in the **DOMAIN NAME** box, type **adatumlab.com**
5. Click **add**.
6. Click **Next**.
7. On the **Verify adatumlab.com** page, in the **RECORD TYPE** box, note the options: **TXT** record and **MX** record. Note that you will need to create these records in the DNS registrar that hosts the DNS namespace for the custom domain before you click **verify**.
8. Click **Complete** to close the **Verify adatumlab.com** page.
9. Note that the domain appears with **Unverified** status because you have not completed the verification steps.

Task 3: Prepare for the end of the course

When you finish the lab, revert all virtual machines to their initial state by performing the following steps:

1. On the host computer, start Hyper-V Manager.
2. In the Virtual Machines list, right-click **10979C-MIA-CL1**, and then click **Revert**.
3. In the Revert Virtual Machine dialog box, click **Revert**.
4. Repeat steps 2 and 3 for MSL-TMG1.

> **Result**: After completing this exercise, you should have created a new Microsoft Azure Active Directory (Azure AD) tenant by using the Azure classic portal.