» Server-based networks have a username for the network administrator.

If you log on using the administrator's username, you can do anything you want: add new users, define new network resources, change Lisa's password, anything. The administrator's username is usually something clever such as Administrator.

» The network itself has a name.

The Windows world has two basic types of networks:

- *Domain networks* are the norm for large corporate environments that have dedicated servers with IT staff to maintain them.

- *Workgroup networks* are more common in homes or in small offices that don't have dedicated servers or IT staff.
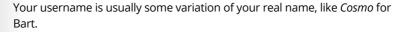
A domain network is known by — you guessed it — a *domain name.* And a workgroup network is identified by — drum roll, please — a *workgroup name.* Regardless of which type of network you use, you need to know this name to gain access to the network.

Logging on to the Network

To use network resources, you must connect your computer to the network, and you must go through the supersecret process of logging on, which is how you let the network know who you are so that it can decide whether you're one of the good guys.

Logging on is a little bit like cashing a check. You must have two forms of identification:

» Your username: The name by which the network knows you.

Your username is usually some variation of your real name, like *Cosmo* for Bart.

Everyone who uses the network must have a username.

» Your password: A secret word that only you and the network know. If you type the correct password, the network believes that you are who you say you are.

Every user has a different password, and the password should be a secret.