

# INTRODUCTION TO CLOUD COMPUTING

## Lab Task 01 (Manage Microsoft Entra ID Identities)

### Module: Administer Identity

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#### Task 1: Create and configure user accounts

The screenshot shows the Microsoft Azure Default Directory Overview page. It displays basic information such as Name (Default Directory), Users (1), Tenant ID (325d9070-2465-40ee-be80-4120f284ad8b), Groups (0), Primary domain (bsse2280143szabist.onmicrosoft.com), Applications (0), License (Microsoft Entra ID Free), and Devices (0). A sidebar on the left provides links for Overview, Preview features, Diagnose and solve problems, Manage, Monitoring, Troubleshooting + Support, and Help & Support.

The screenshot shows the Microsoft Azure Manage tenants page. It lists the current tenant as "Default Directory". The table includes columns for Organization name, Domain name, Tenant type, Organization ID, and Favorite. The single result is "Default Directory (Default)" with domain bsse2280143szabist.onmicrosoft.com, tenant type Microsoft Entra ID, and organization ID 325d9070-2465-40ee-be80-4120f284ad8b. A star icon is present under the Favorite column.

- **Create a new user**

**Create new user** ...

Create a new internal user in your organization

User principal name \* az104-user1 @ bsse2280143szabist.onmicrosoft.com

Mail nickname \* az104-user1  Derive from user principal name

Display name \* az104-user1

Password \*   Auto-generate password

Account enabled

**Review + create** < Previous Next: Properties > Give feedback

**Create new user** ...

Create a new internal user in your organization

Basics Properties Assignments **Review + create**

**Basics**

User principal name	az104-user1@bsse2280143szabist.onmicrosoft.com
Display name	az104-user1
Mail nickname	az104-user1
Password	*****
Account enabled	Yes

**Properties**

User type	Member
Job title	IT Lab Administrator
Department	IT
Usage location	United States

**Create** < Previous Next > Give feedback

**Users** ...

Audit logs Sign-in logs Diagnose and solve problems Deleted users Password reset User settings Bulk operation results Bulk operation results (Preview) New support request

+

Azure Active Directory is now Microsoft Entra ID.

Search Add

2 users found

Display name	User principal name	User type	Is Agent	On-premises sync	Identities	Company name
Az104-user1	az104-user1@bsse2280143szabist.onmicrosoft.com	Member	No	No	bsse2280143szabist.onmicrosoft.com	
Hamd Naseem	bsse2280143_sza...	Member	No	No	MicrosoftAccount	

- **Invite an external user**

**Microsoft Azure**

Home > Default Directory | Users > Users >

**Invite external user** ...

Invite an external user to collaborate with your organization

Basics Properties Assignments Review + invite

**Basics**

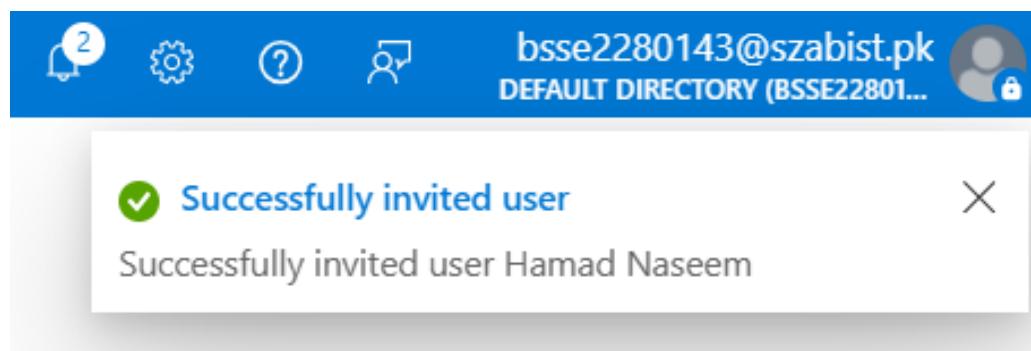
Email	hamadnaseem2019@gmail.com
Display name	Hamad Naseem
Send invite message	Yes
Message	Welcome to Azure and our group project
Cc recipient	
Invite redirect URL	<a href="https://myapplications.microsoft.com/?tenantid=325d9070-2465-40ee-be80-4120f284ad8b">https://myapplications.microsoft.com/?tenantid=325d9070-2465-40ee-be80-4120f284ad8b</a>

**Properties**

User type	Guest
Job title	IT Lab Administrator
Department	IT
Usage location	United States

**Assignments**

**Invite** < Previous Next > Give feedback



Gmail

Compose

Inbox 685

Starred Snoozed Sent Drafts Purchases More

Labels

Search mail

Default Directory invited you to access applications within their organization

Microsoft Invitations on behalf of Default Directory <invites@microsoft.com>

to me 16:50 (0 minutes ago) 1 of 640

Please only act on this email if you trust the organization represented below. In rare cases, individuals may receive fraudulent invitations from bad actors posing as legitimate companies. If you were not expecting this invitation, proceed with caution.

Organization: Default Directory  
Domain: bsse2280143@szabist.onmicrosoft.com

This message was provided by the sender and is not from Microsoft Corporation.

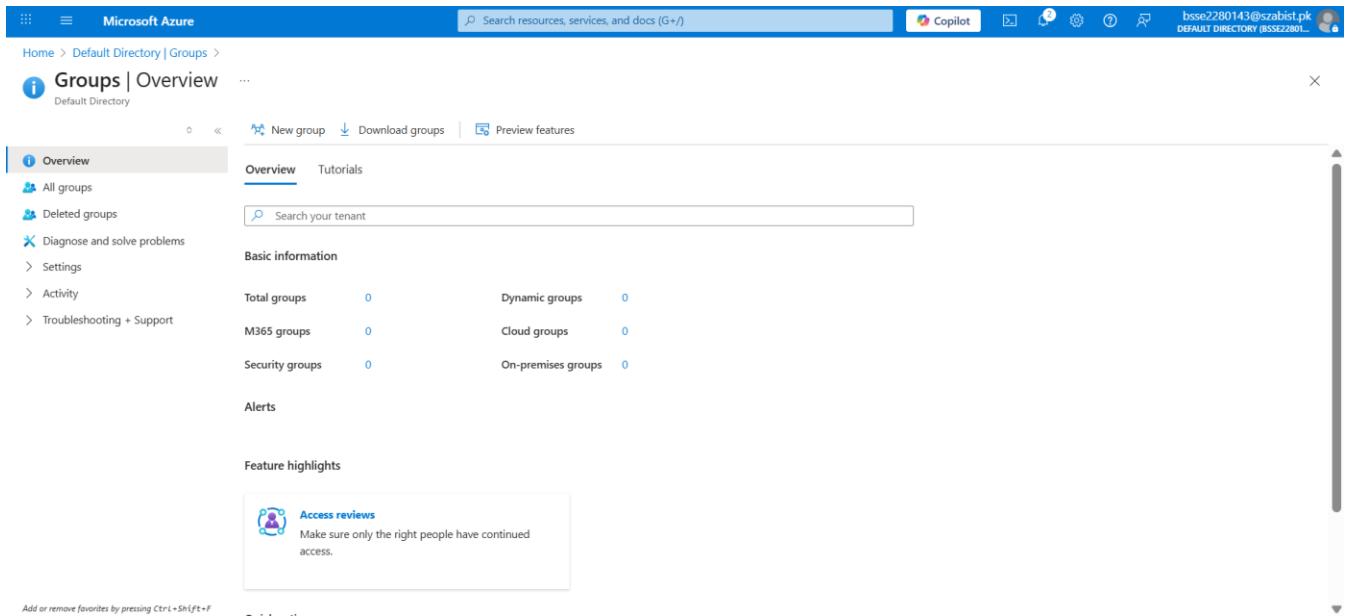
HN Message from Default Directory

Welcome to Azure and our group project

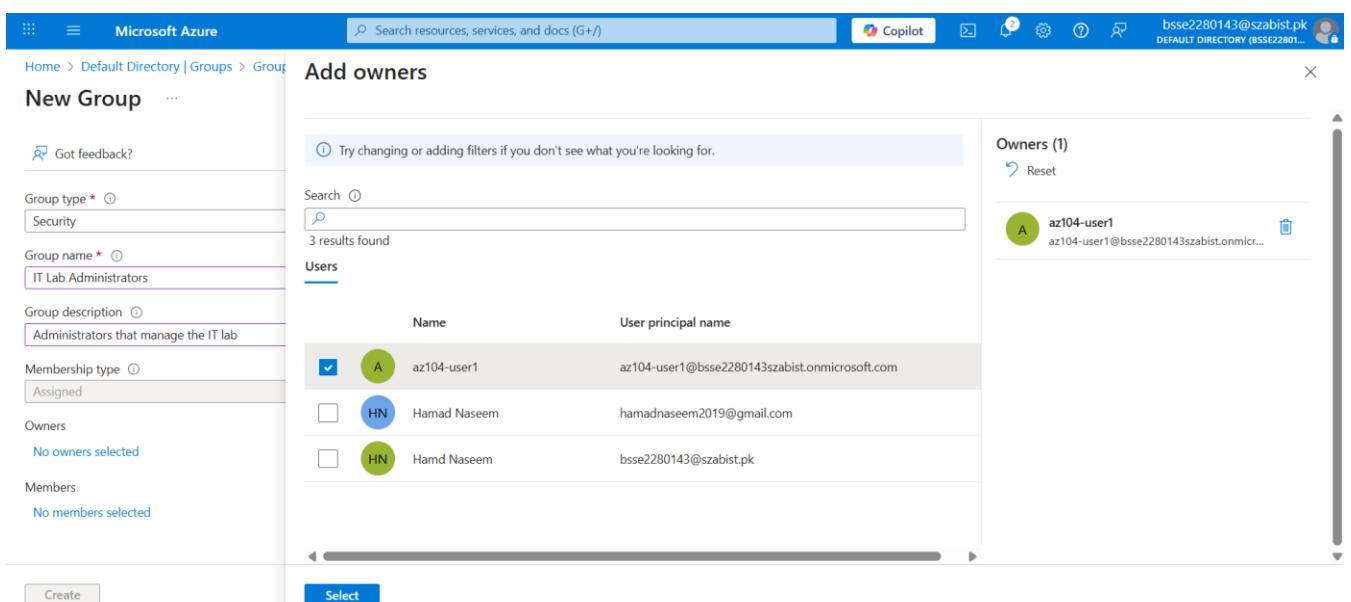
If you accept this invitation, you'll be sent to <https://myapplications.microsoft.com/?tenantid=325d9070-2465-40ee-be80-4120f284ad8b>.

Accept invitation

## Task 2: Create groups and add members



The screenshot shows the Microsoft Azure Groups Overview page. On the left, there's a navigation sidebar with links like 'Overview', 'All groups', 'Deleted groups', 'Diagnose and solve problems', 'Settings', 'Activity', and 'Troubleshooting + Support'. The main area displays 'Basic information' with counts for Total groups (0), Dynamic groups (0), M365 groups (0), Cloud groups (0), Security groups (0), and On-premises groups (0). Below this is a section for 'Alerts' and 'Feature highlights', which includes a callout for 'Access reviews'.

The screenshot shows the 'Add owners' step of creating a new group. On the left, there are form fields for 'Group type' (Security), 'Group name' (IT Lab Administrators), 'Group description' (Administrators that manage the IT lab), and 'Membership type' (Assigned). On the right, a search results panel shows three users: 'az104-user1' (selected with a checked checkbox), 'Hamad Naseem' (email: hamadnaseem2019@gmail.com), and another 'Hamad Naseem' (email: bsse2280143@szabist.pk). A 'Select' button at the bottom right of the search results panel indicates the user has been selected.

Microsoft Azure

Search resources, services, and docs (G+/)

Copilot

bsse2280143@szabist.pk  
DEFAULT DIRECTORY (BSSE2280...)

Home > Default Directory | Groups > Group

## Add members

New Group ...

Got feedback?

Group type \* (Security)

Group name \* (IT Lab Administrators)

Group description (Administrators that manage the IT lab)

Membership type (Assigned)

Owners  
1 owner selected

Members  
No members selected

Create

Try changing or adding filters if you don't see what you're looking for.

Search ( )

100 results found

All Users Groups Devices Enterprise applications

	Name	Type	Details
<input type="checkbox"/>	AR	AAD Request Verification Service - P	Enterprise application
<input checked="" type="checkbox"/>	Az104-user1	User	az104-user1@bsse2280143szabist.onmicrosoft.com
<input type="checkbox"/>	AADReporting	Enterprise application	1b912ec3-a9dd-4c4d-a53e-76aa7adb28d7
<input checked="" type="checkbox"/>	HN	Hamad Naseem	hamadnaseem2019@gmail.com

Selected (2)  
Reset

A az104-user1 az104-user1@bsse2280143szabist.onmicrosoft.com

HN Hamad Naseem hamadnaseem2019@gmail.com

The screenshot shows the Microsoft Azure Groups page. The left sidebar includes links for Overview, All groups (which is selected), Deleted groups, Diagnose and solve problems, Settings, Activity, and Troubleshooting + Support. The main content area displays a single group entry: "IT Lab Administrators" (Object ID: 0c2696e1-8616-40ac-aabd-f7648cdb5736, Group type: Security, Membership type: Assigned). A search bar and filter options are also present.

	Name	Object Id	Group type	Membership type	Email
<input type="checkbox"/>	IT Lab Administrators	0c2696e1-8616-40ac-aabd-f7648cdb5736	Security	Assigned	

Microsoft Azure

Search resources, services, and docs (G+)

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bse2280143@szabot.pk  
DEFAULT DIRECTORY (bse2280...)

Home > Default Directory | Groups > Groups | All groups >

## IT Lab Administrators

Group

Delete Got feedback?

Overview

Diagnose and solve problems

> Manage

> Activity

> Troubleshooting + Support

IT Lab Administrators

Administrators that manage the IT lab

IL

Membership type	Assigned	Total direct members	2
Source	Cloud	User(s)	2
Type	Security	Group(s)	0
Object ID	0c2696e1-8616-40ac-aabd-f7648ccb5736	Device(s)	0
Created on	12/11/2025, 5:03 PM	Other(s)	0

Feed

Group memberships

0

View group memberships

Owners

1

View group owners

Total members

2

View group members

Microsoft Azure

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bsse2280143@szabist.pk

DEFAULT DIRECTORY (BSSE22801...

Home > Default Directory | Groups > Groups | All groups > IT Lab Administrators

## IT Lab Administrators | Owners

Group

Add owners Refresh Manage view Remove Got feedback?

Overview Diagnose and solve problems

Manage Activity Troubleshooting + Support

Search Add filter

1 group owner found

Name	Type	Email	User type	Object ID
A az104-user1	User		Member	e83db

Add or remove favorites by pressing **Ctrl+Shift+F**

Microsoft Azure

Search resources, services, and docs (G+)

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bsse2280143@szabist.pk

DEFAULT DIRECTORY (BSSE22801...

Home > Default Directory | Groups > Groups | All groups > IT Lab Administrators

## IT Lab Administrators | Members

Group

Add members Bulk operations Refresh Manage view Remove Got feedback?

Overview Diagnose and solve problems

Manage Activity Troubleshooting + Support

Search Add filter

Direct members All members

2 group members found

Name	Type	Email	User type	Object ID
A az104-user1	User		Member	e83db
HN Hamad Naseem	User	hamadnaseem2019@gmail.com	Guest	779bb