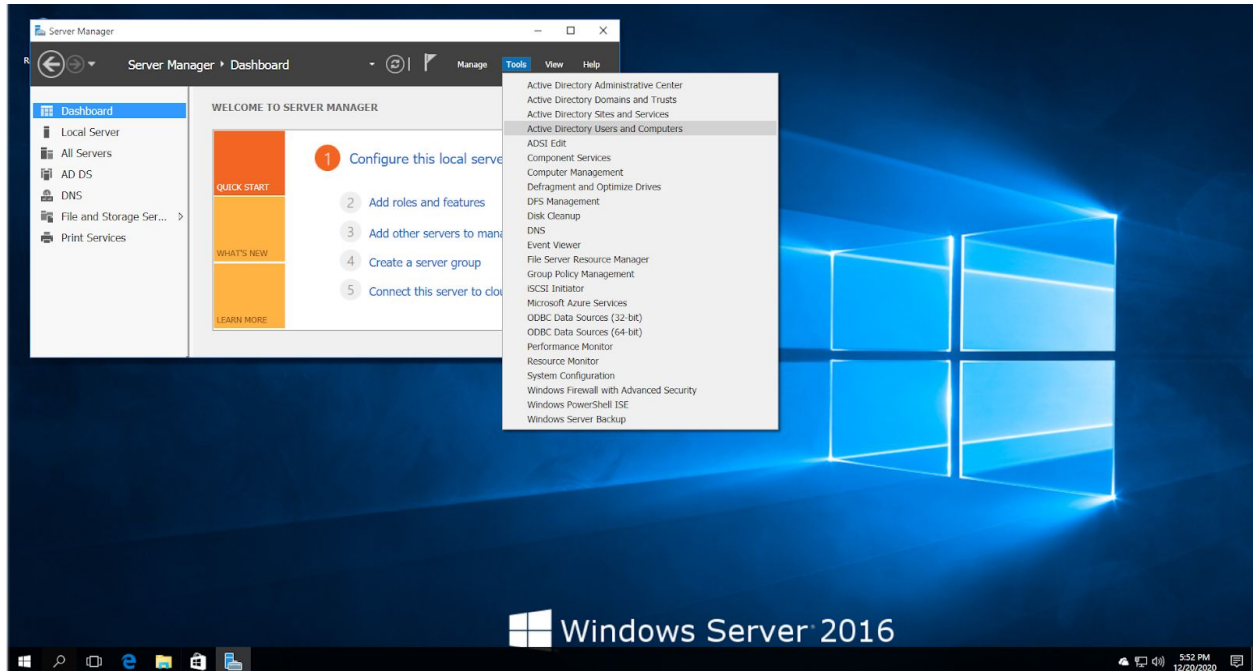
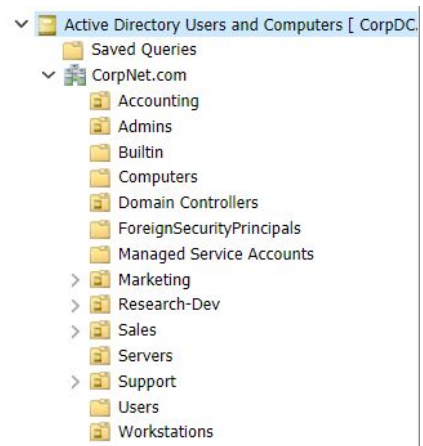


Create User Accounts

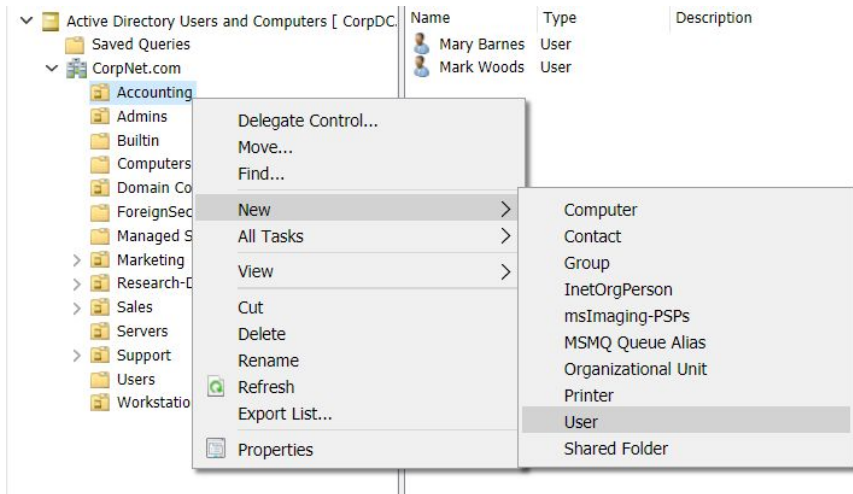


Tools → Active Directory Users and Computers



The new user must be added to a specific Organizational Unit (OU)

Create User Accounts



OU → New → User

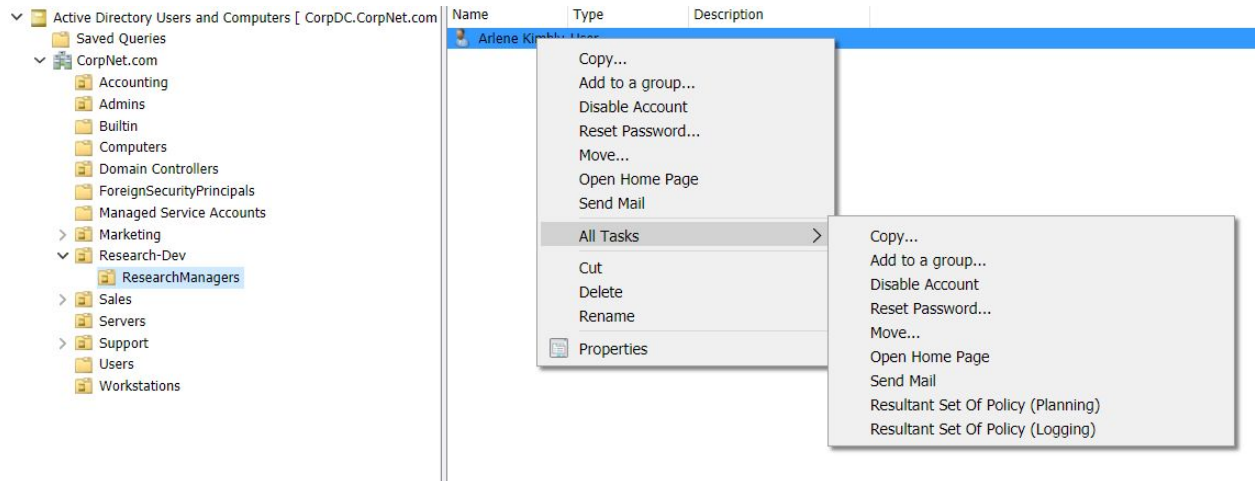
The 'New Object - User' dialog box is shown. The 'Create in:' field is set to 'CorpNet.com/Accounting'. The dialog contains the following fields:

- First name:
- Initials:
- Last name:
- Full name:
- User logon name: @CorpNet.com (dropdown menu)
- User logon name (pre-Windows 2000): CORPNET\

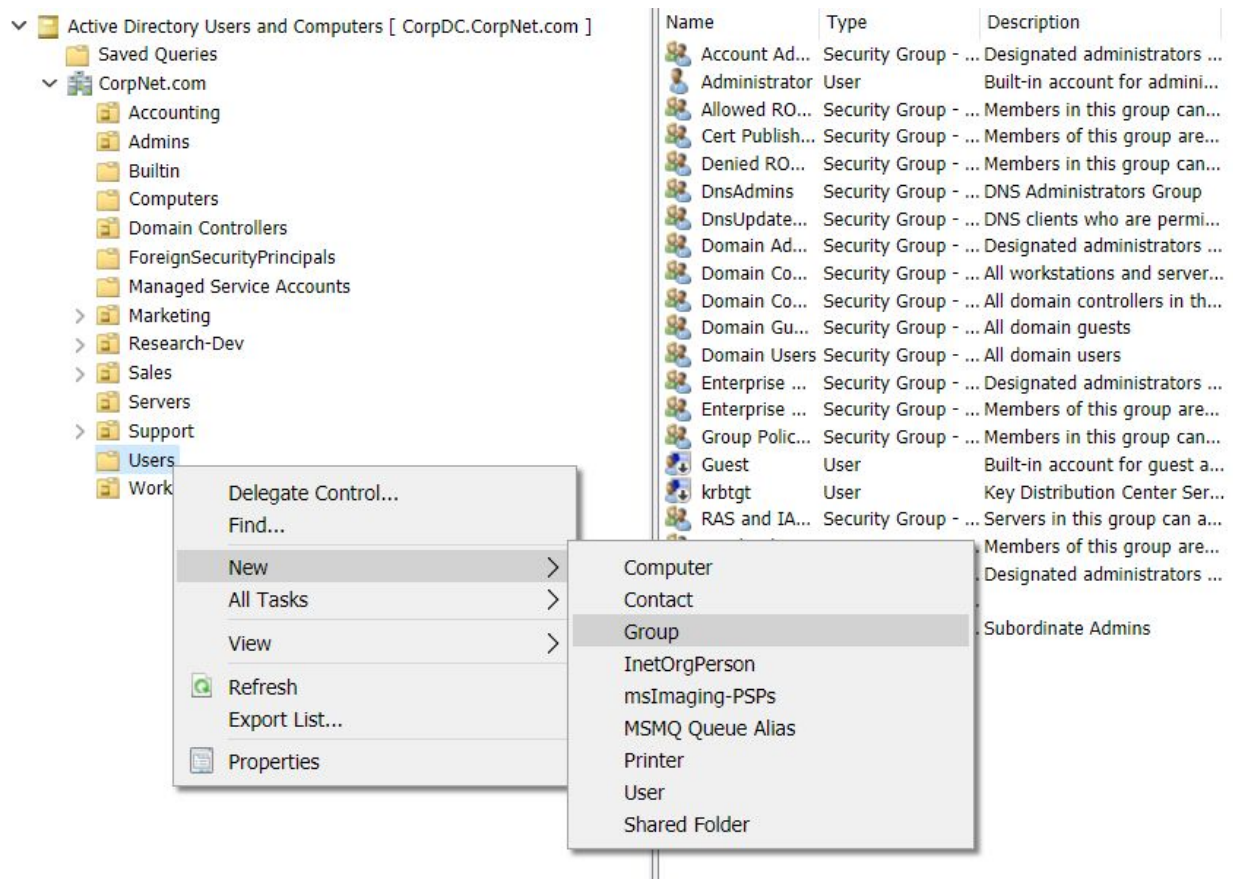
At the bottom, there are three buttons: '< Back', 'Next >', and 'Cancel'.

note that the User logon name will be created in the domain specified.

Create User Accounts



Under All Tasks, many actions can be taken such as Renaming, Disable Account and Add to a group.



OU → New → Group. New groups can be created under a Domain.

Create User Accounts

New Object - Group

Create in: CorpNet.com/Users

Group name:

Group name (pre-Windows 2000):

Group scope

☐ Domain local

☒ Global

☐ Universal

Group type

☒ Security

☐ Distribution

OK Cancel

Note the option for creating a Security group with scope.

Active Directory Users and Computers [CorpDC.CorpNet.com]

- Saved Queries
- CorpNet.com
 - Accounting
 - Admins
 - Builtin
 - Computers
 - Domain Controllers
 - ForeignSecurityPrincipals
 - Managed Service Accounts
 - Marketing
 - Research-Dev
 - Sales
 - Servers
 - Support
 - Users
 - Workstations

Name	Type	Description
Account Ad...	Security Group - ...	Designated administrators ...
Administrator	User	Built-in account for admini...
Allowed RO...	Security Group - ...	Members in this group can...
Cert Publish...	Security Group - ...	Members of this group are...
Denied RO...	Security Group - ...	Members in this group can...
DnsAdmins	Security Group - ...	DNS Administrators Group
DnsUpdate...	Security Group - ...	DNS clients who are permi...
Domain Ad...	Security Group - ...	Designated administrators ...
Domain Co...	Security Group - ...	All workstations and server...
Domain Co...	Security Group - ...	All domain controllers in th...
Domain Gu...	Security Group - ...	All domain guests
Domain Users	Security Group - ...	All domain users
Enterprise ...	Security Group - ...	Designated administrators ...
Enterprise ...	Security Group - ...	Members of this group are...
Group Polic...	Security Group - ...	Members in this group can...
Guest	User	Built-in account for guest a...
krbtgt	User	Key Distribution Center Ser...
RAS and IA...	Security Group - ...	Servers in this group can a...
Read-only ...	Security Group - ...	Members of this group are...
Schema Ad...	Security Group - ...	Designated administrators ...
VPN Users	Security Group - ...	
Sub Admins	Security Group - ...	Subordinate Admins

Right-click context menu for Sub Admins:

- Add to a group...
- Move...
- Send Mail
- All Tasks >
- Cut
- Delete
- Rename
- Properties

Upon right clicking on a group, users can be added

Create User Accounts

Select Groups ? ×

Select this object type:
 Object Types...

From this location:
 Locations...

Enter the object names to select ([examples](#)):
 Check Names

Advanced... OK Cancel

Enter user names separated by a semicolon → Check Names