

# ACTIVE DIRECTORY

## Active Directory:

Active Directory (AD) is the directory service from Microsoft for Windows domain networks. It provides a centralized and standardized system to manage network resources such as computers, users, devices, files, and applications. It is used quite extensively in enterprise environments as a means of controlling and enforcing access on different kinds of resources, allowing organizations to manage user permissions and settings across the network.

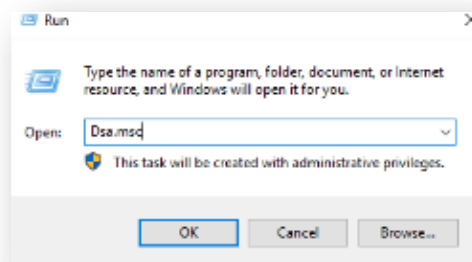
Here is a holistic overview of how one can create, delete, and change the user accounts in Active Directory (AD) using the Active Directory Users and Computers tool, PowerShell, and Command Line:

## ❖ User Account Creation in Active Directory

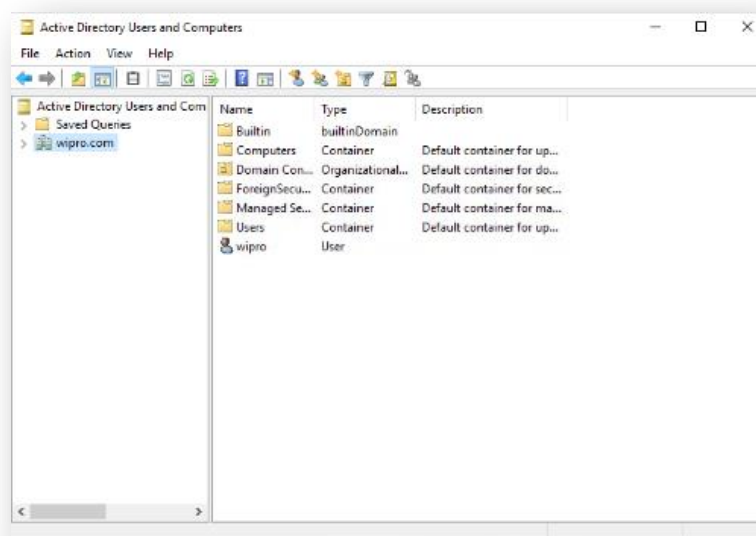
### Using Active Directory Users and Computers (ADUC)

#### 1. To open ADUC:

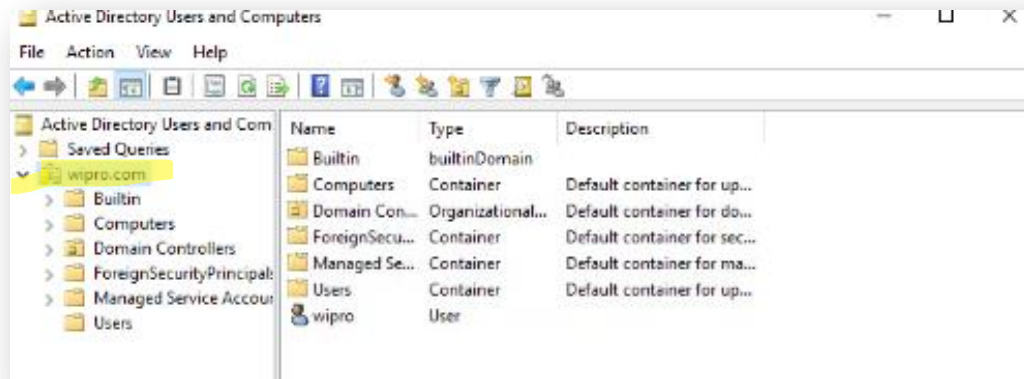
- Win + R and then enter Dsa.msc and hit Enter. Or follow this path in Server Manager: Tools > Active Directory Users and Computers



#### 2. Navigate to the desired Organizational Unit:

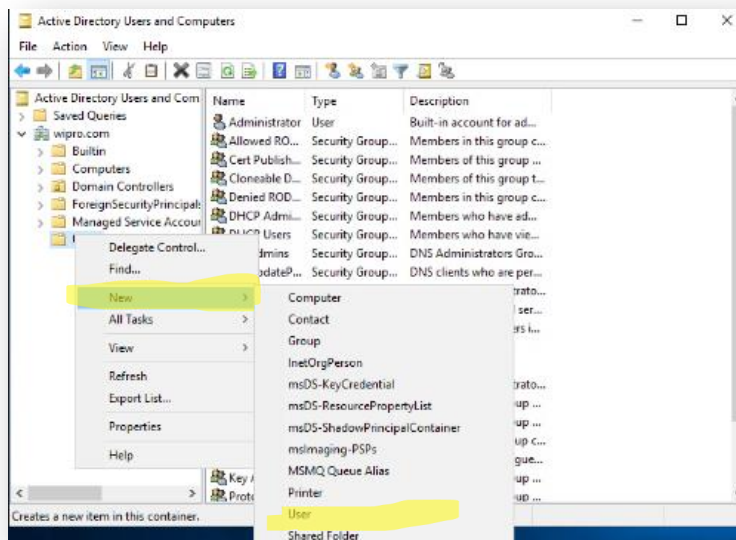


- Open ADUC on the console and move to the OU where you wish to create the new user.



### 3. Add New User

Right-click the desired OU; create New click on User



### 4. User Details

- Enter the first name, last name, and user logon name.

Create in: wipro.com/Users

First name: Wipro2067 Initials:

Last name:

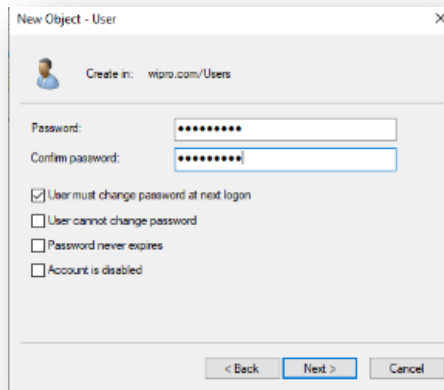
Full name: Wipro2067

User logon name: wipro2067 @wipro.com

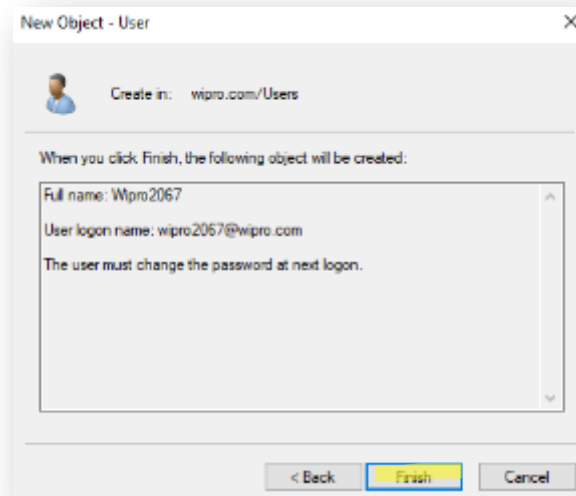
User logon name (pre-Windows 2000): WIPRO\wipro2067

< Back Next > Cancel

- Click Next and give Password Enter a password and confirm it.



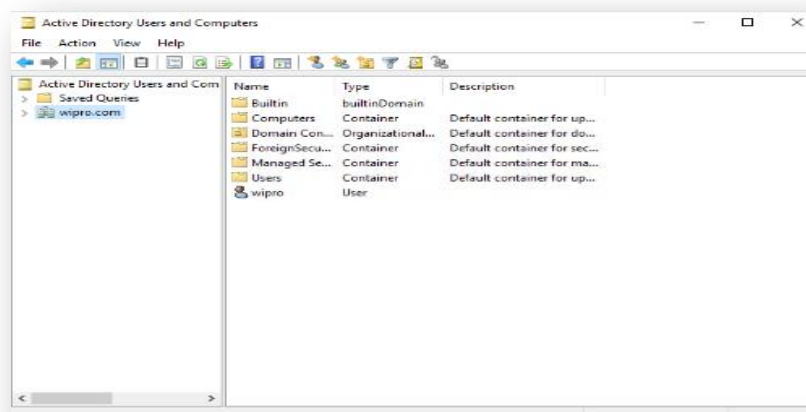
- Choose appropriate options such as "User must change password at next logon" or "Password never expires." Click Next, then Finish.



## ❖ Deleting a User Account in Active Directory

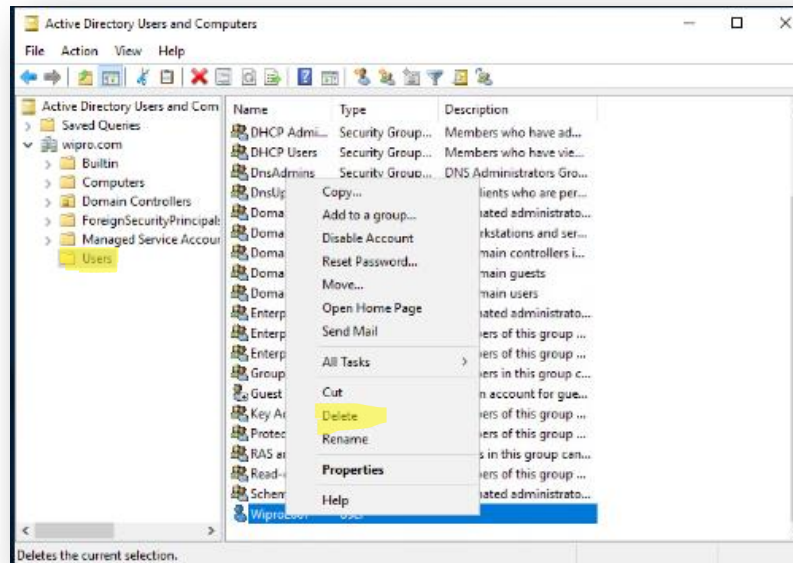
Using Active Directory Users and Computers (ADUC)

- Open ADUC and navigate to the desired OU.



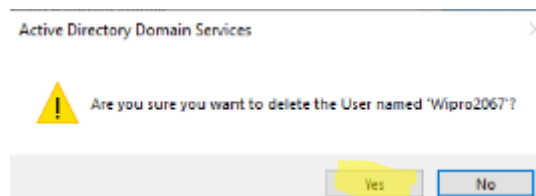
- **Locate the User:**

Right-click on the user account you want to delete.



- **Delete the User:**

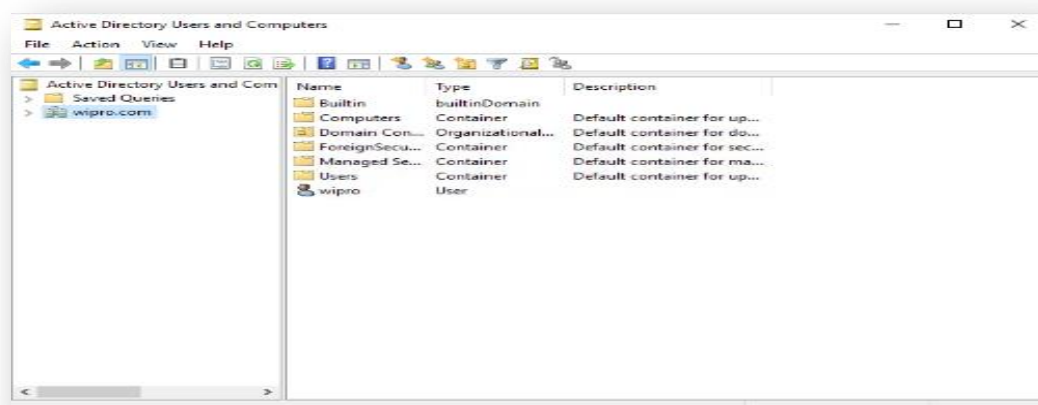
Click Delete and confirm the deletion.



## Modifying a User Account in Active Directory

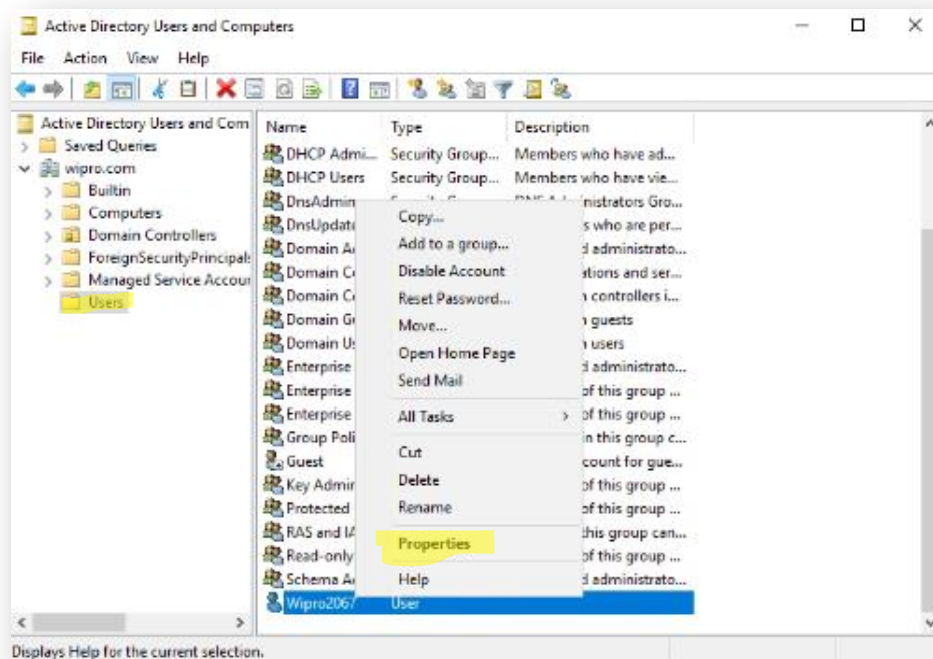
### Using Active Directory Users and Computers (ADUC)

1. Open ADUC and navigate to the user's OU.



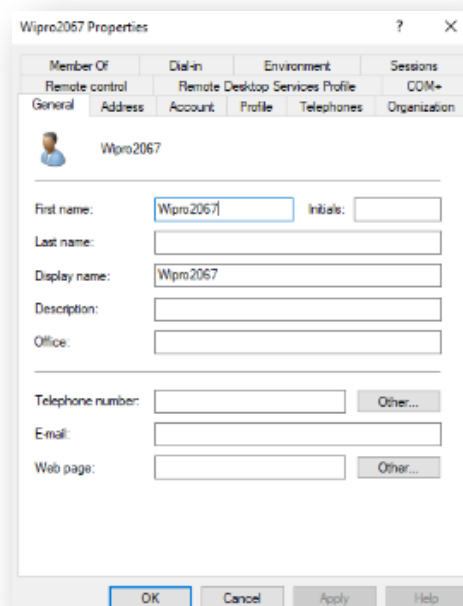
## 2. Locate the User:

Right-click the user account and select Properties.



## 3. Modify User Properties:

Change attributes like name, email, group membership, etc.



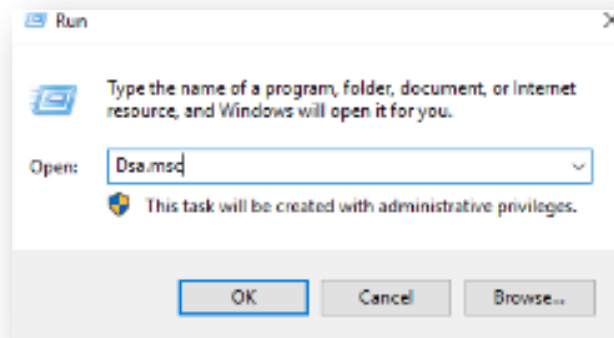
Click Apply and then OK.

## Group Creation in Active Directory

### Using Active Directory Users and Computers (ADUC)

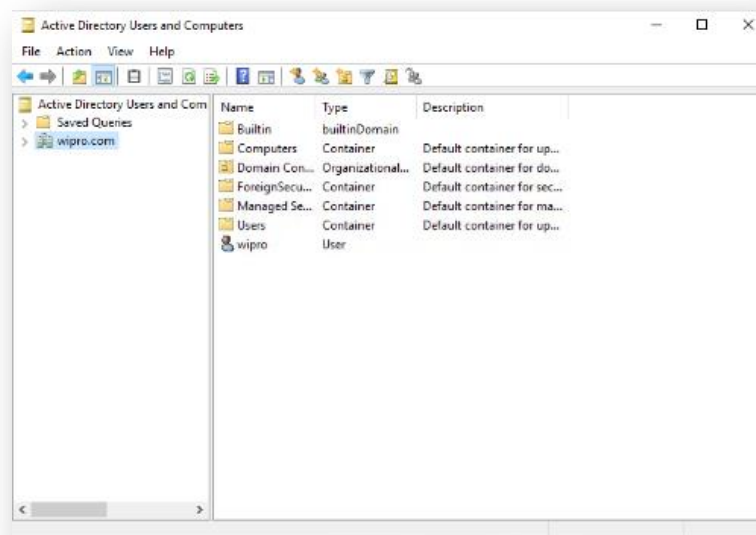
- Open ADUC:

Press Win + R, type dsa.msc, and press Enter. Or, go to Server Manager → Tools → Active Directory Users and Computers.



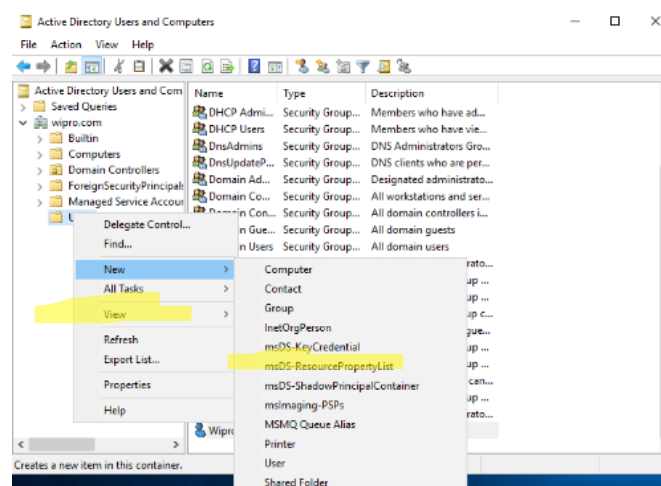
- **Navigate to the Desired OU:**

In the ADUC console, go to the Organizational Unit (OU) where you want to create the group.



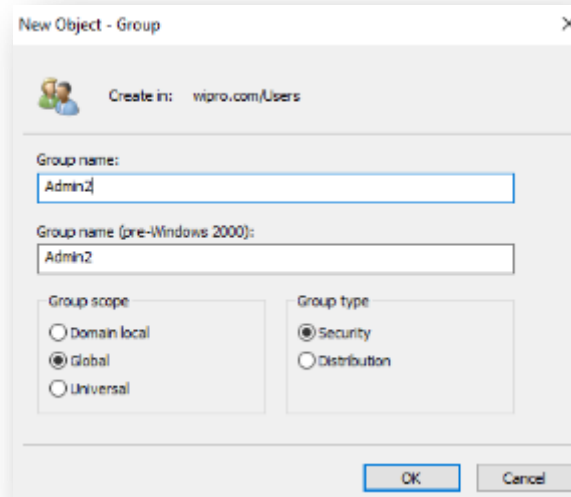
**Create a New Group:**

Right-click the desired OU → New → Group.



## Enter Group Details:

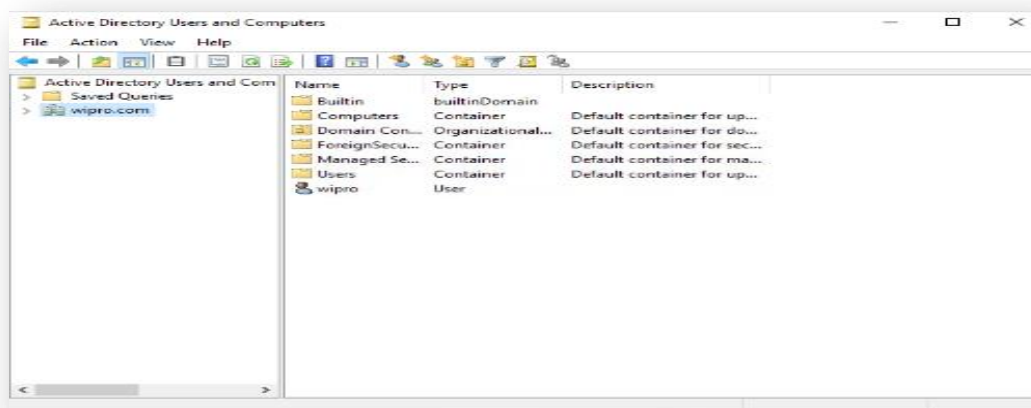
- Enter the Group name.
- Choose the Group scope: Domain Local, Global, or Universal.
- Choose the Group type: Security or Distribution.
- Click OK to create the group.



## Delete a Group in Active Directory

### Using Active Directory Users and Computers (ADUC)

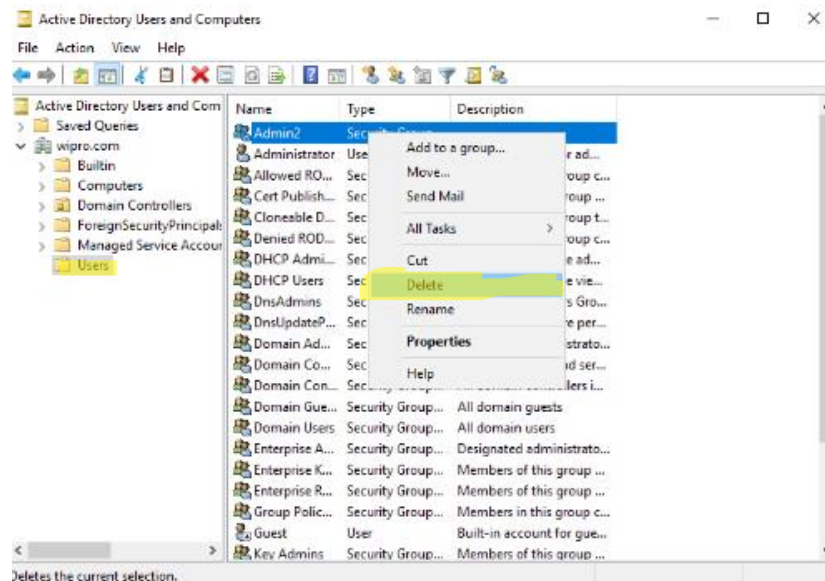
Open ADUC and then navigate to the desired OU.





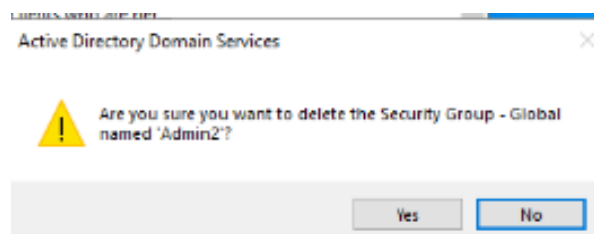
## Locate the Group:

Right-click the group you intend to delete.



## Delete the Group:

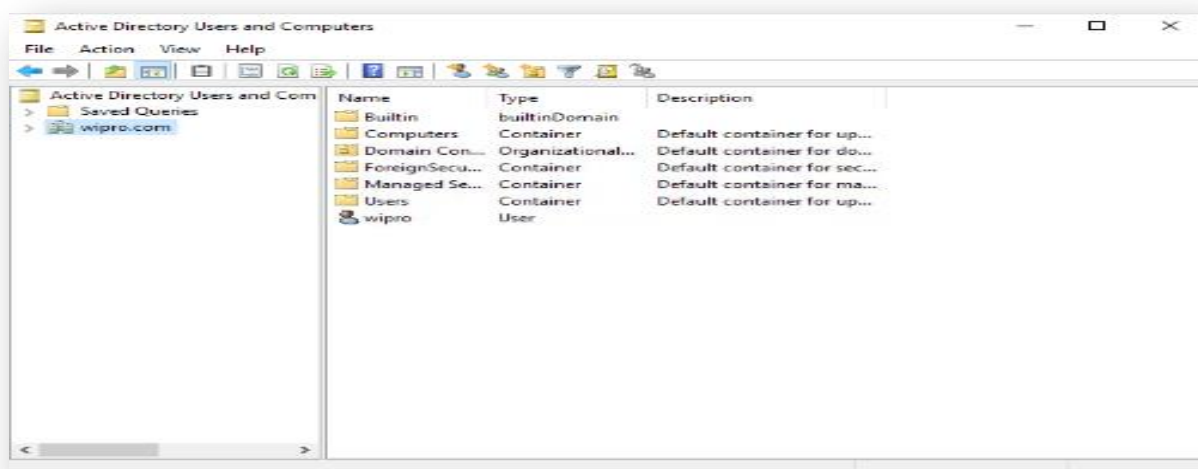
Click Delete and confirm the deletion.



## Modifying a Group in Active Directory

### Using Active Directory Users and Computers (ADUC)

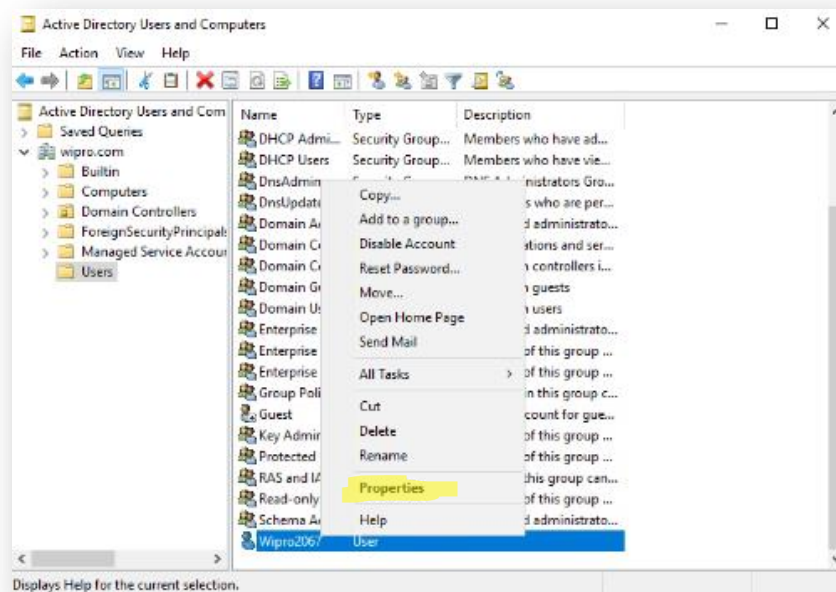
Open ADUC and go to the OU that contains the group.





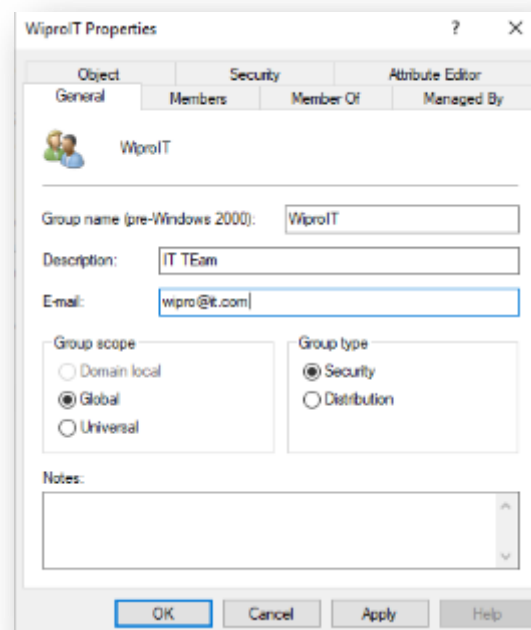
## Locate the Group:

Right-click the group and select Properties.



## Modify Group Properties:

You can change attributes like the Group Name, Group Scope, Group Type, or Membership.

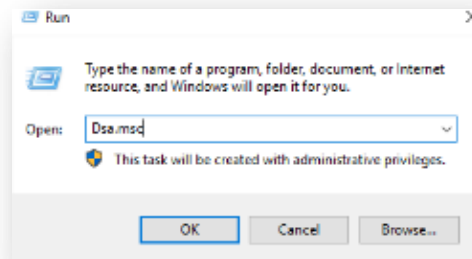


Click Apply and then OK.

# Resetting a Password for a User Account Using Active Directory Users and Computers (ADUC)

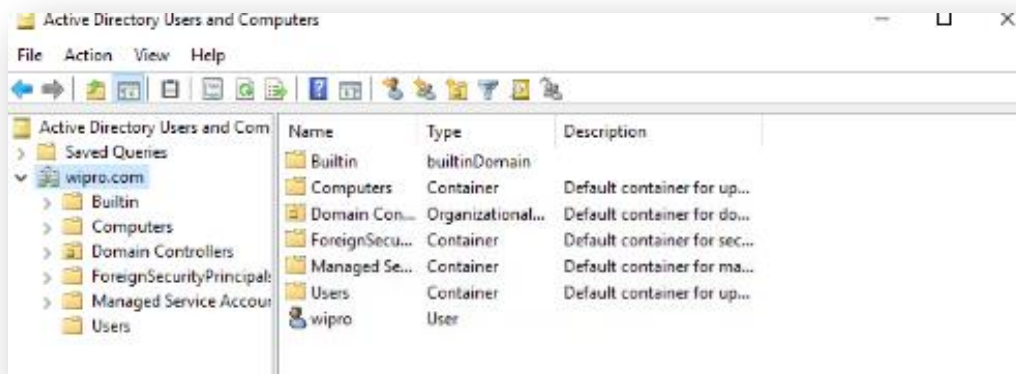
## Open Active Directory Users and Computers:

Press Win + R, type dsa.msc, and press Enter or Alternatively, go to **Server Manager** → **Tools** → **Active Directory Users and Computers**.

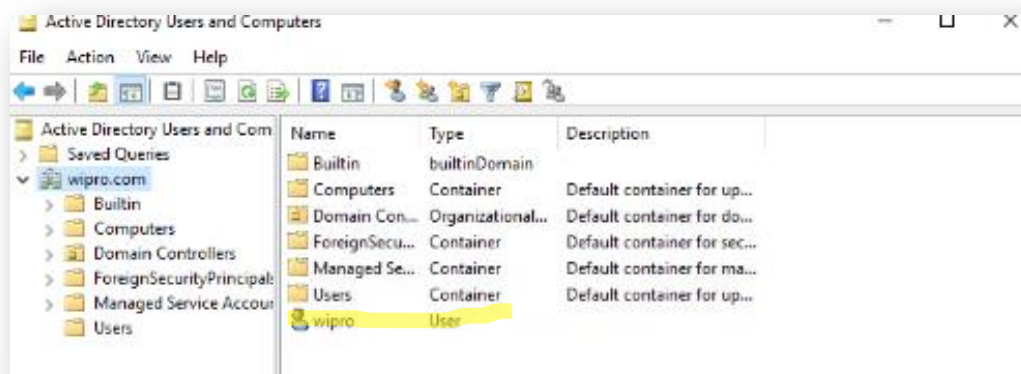


## Locate the User Account:

In the ADUC console, navigate to the Organizational Unit (OU) or container where the user is located.

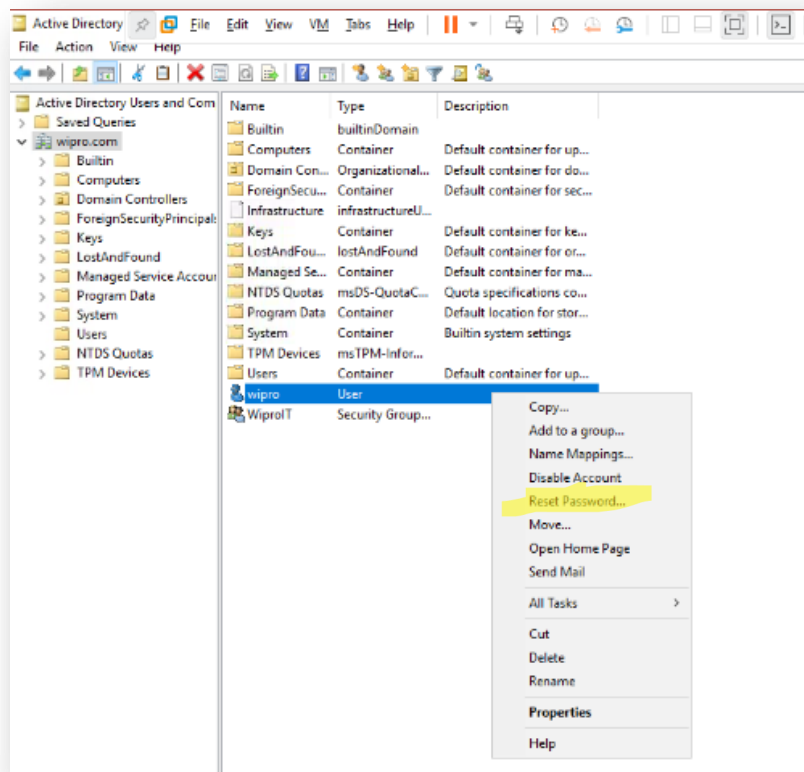


Right-click on the **user account** for which you want to reset the password.



## Select "Reset Password":

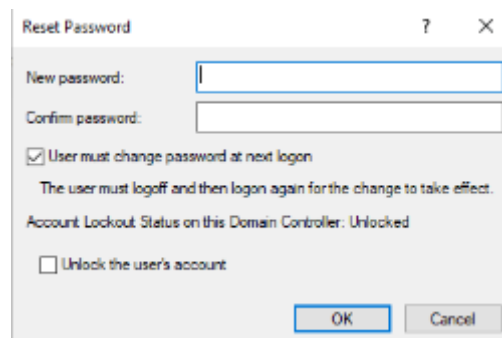
From the context menu, select Reset Password.



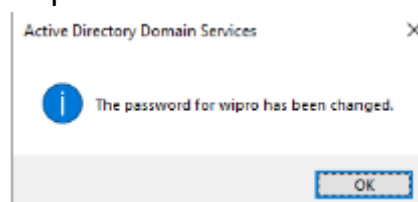
## Enter the New Password:

In the **Reset Password** dialog box, enter the new password for the user.

Confirm the new password by typing it again.

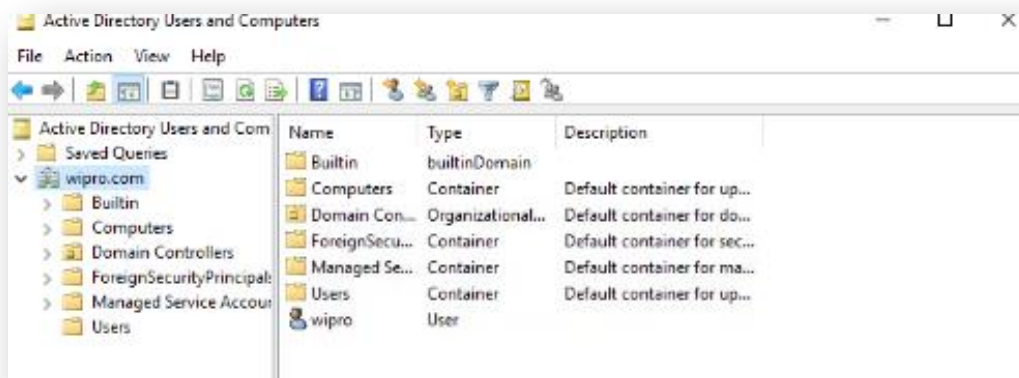


- Click "OK" to finalize the password reset.

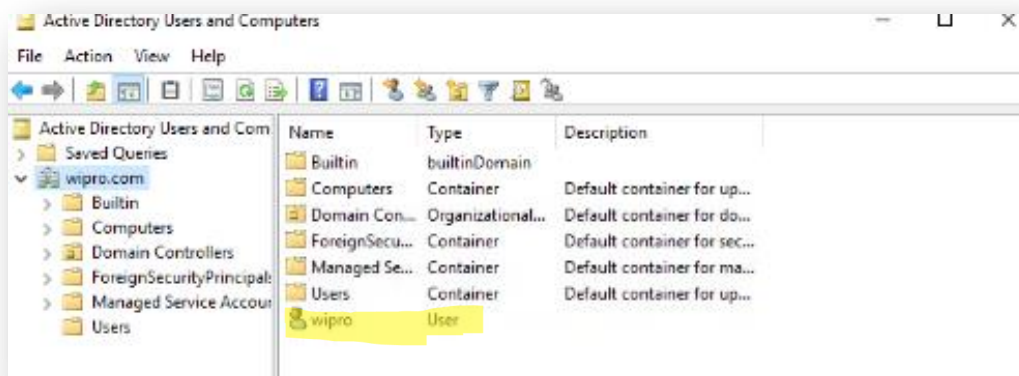


# Enabling or Disabling User or Computer Accounts

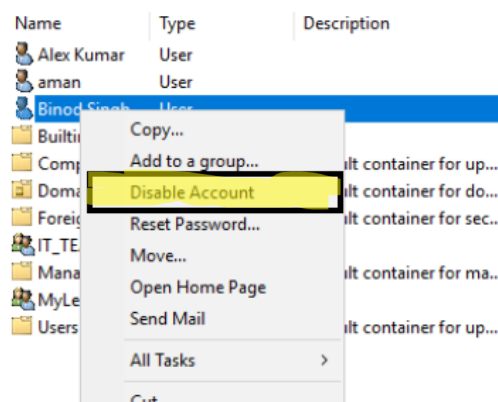
Open **Active Directory Users and Computers (ADUC)**.



Locate the user or computer account you want to enable or disable.

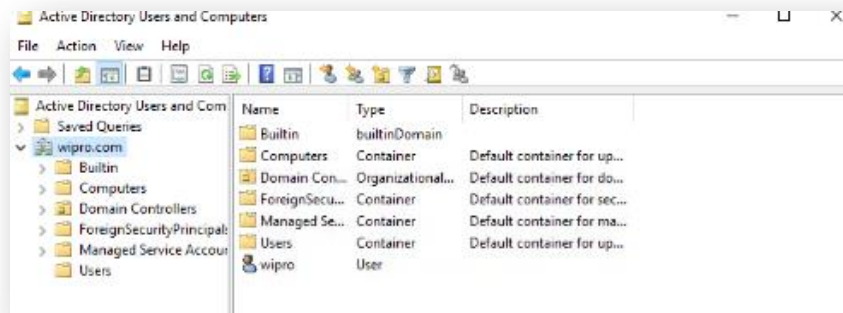


Right-click on the account and select either **Enable Account** or **Disable Account** based on the action required.

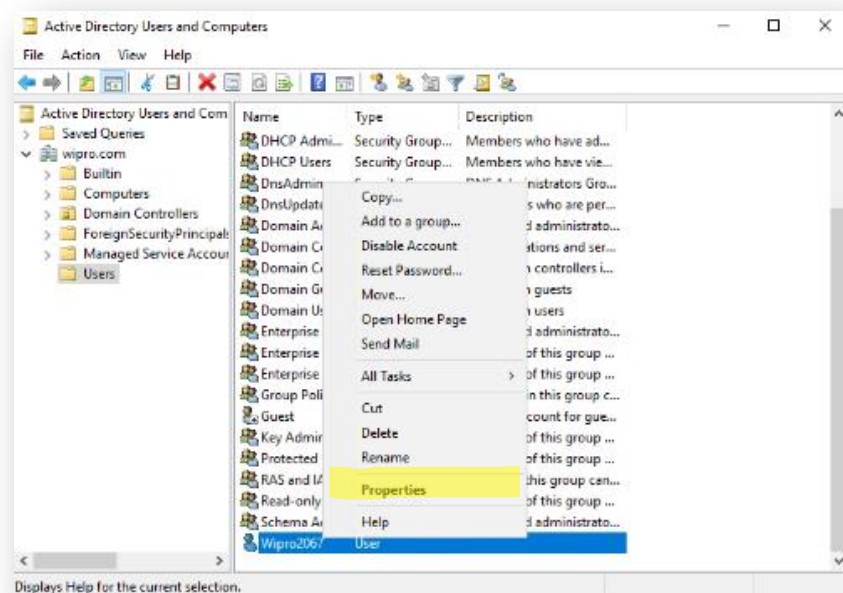


# Request to Grant or Revoke User or Group Access to Certain Active Directory Objects

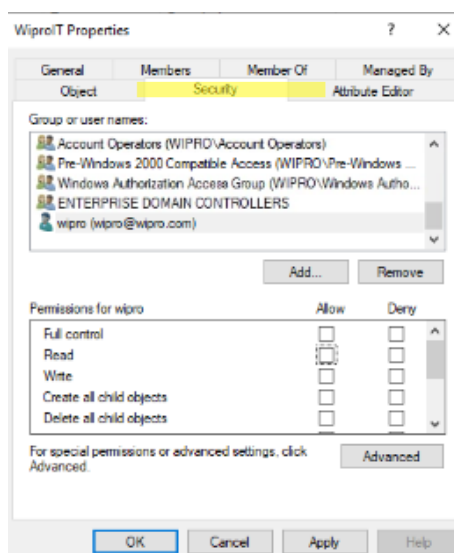
Open **Active Directory Users and Computers (ADUC)**.



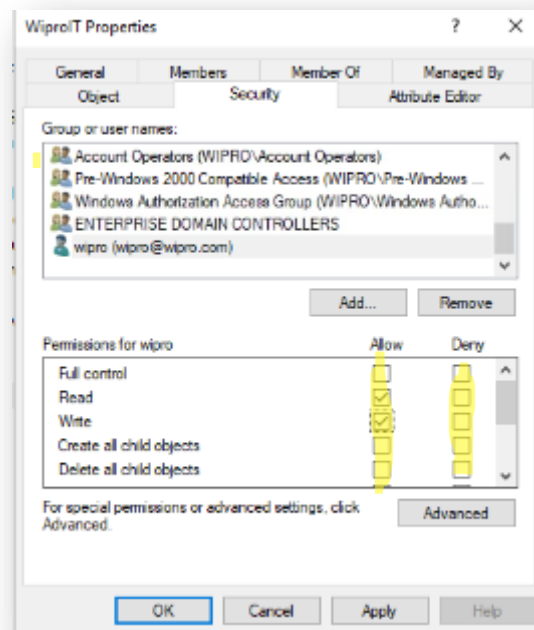
Right-click the object (e.g., OU, group) and select **Properties**.



Go to the **Security** tab.



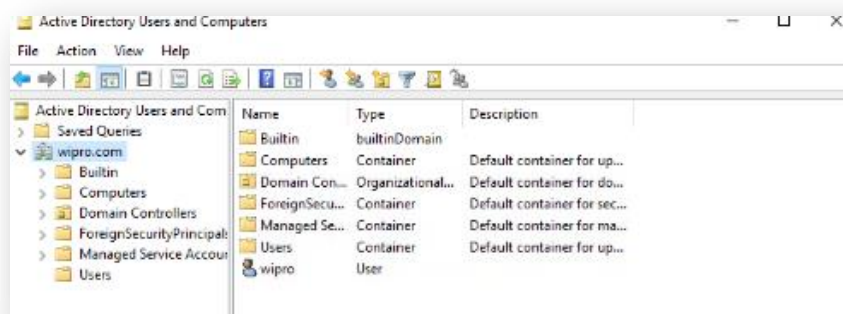
Click on **Edit** to modify permissions for specific users or groups and Grant or revoke the necessary permissions (e.g., read, write, delete).



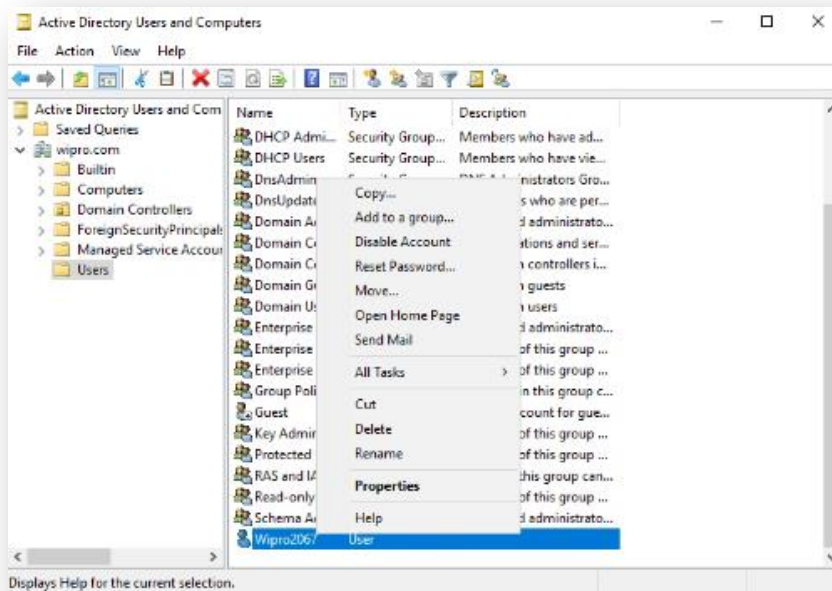
Click **OK** to apply the changes.

## Unlocking User Accounts

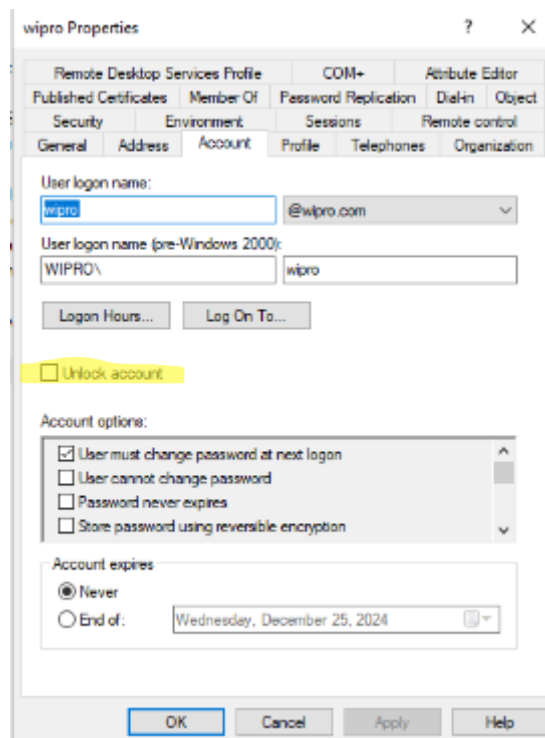
Open **Active Directory Users and Computers (ADUC)**.



Locate the locked-out user account.



Right-click on the account and select **Unlock Account**.



Confirm the unlocking action.