

## Instrukcja dodawania użytkowników VPN w panelu Sophos

1. Logujemy się do panelu Sophosa na adres **111.111.111.118**
2. Z lewego menu bocznego odnajdujemy zakładkę **Authentication**, a następnie z paska górnego przechodzimy w zakładkę **Users**, jak na zrzucie poniżej:

The screenshot shows the Sophos XG Firewall web interface. On the left is a dark sidebar menu with categories: MONITOR & ANALYZE, PROTECT, CONFIGURE, and SYSTEM. The 'Authentication' option under CONFIGURE is highlighted with a red box and labeled '1.'. The main content area is titled 'Authentication' and has a top navigation bar with tabs: Servers, Services, Groups, Users (highlighted with a red box and labeled '2.'), One-time password, Web authentication, Guest users, Clientless users, and STAS. Below the tabs, there's a table of users with columns: User ID, Name, Username, Type, Profile, Group, Status, and Manage. The table lists 15 users, some enabled and some disabled. At the top right of the table area, it says 'Total active user 19 Out of 45'. Above the table, there are buttons: Add, Delete, Change status, and Purge AD users.

User ID	Name	Username	Type	Profile	Group	Status	Manage
33	achyzynski	achyzynski	User	-	Open Group	Enabled	[Edit] [Delete]
45	agromunt	agromunt	User	-	Open Group	Disabled	[Edit] [Delete]
6	akicinska	akicinska	User	-	Open Group	Disabled	[Edit] [Delete]
20	apachelska	apachelska	User	-	Open Group	Enabled	[Edit] [Delete]
8	bruminska	bruminska	User	-	Open Group	Disabled	[Edit] [Delete]
22	cdorobek	cdorobek	User	-	Open Group	Disabled	[Edit] [Delete]
26	dolczak	dolczak	Administrator	Administra...	Open Group	Disabled	[Edit] [Delete]
16	ebandurawicz	ebandurawicz	User	-	Open Group	Enabled	[Edit] [Delete]
41	ekrysiak	ekrysiak	User	-	Open Group	Disabled	[Edit] [Delete]
38	eobarowska	eobarowska	User	-	Open Group	Disabled	[Edit] [Delete]
49	fen	fen	Administrator	Administra...	Open Group	Enabled	[Edit] [Delete]
44	hlukasiak	hlukasiak	User	-	Open Group	Disabled	[Edit] [Delete]
12	ikruszlinska	ikruszlinska	User	-	Open Group	Disabled	[Edit] [Delete]

3. W celu dodania użytkownika klikamy **Add**.
4. Wypełniamy następujące pola w formularzu:
  - Username (pierwsza litera imienia oraz nazwisko łącznie np. kmikolajczyk)
  - Name (powtórzenie pola username)
  - User type (User)
  - Password (Imie!danyrok np. Leonard!2022)
  - Email

Resztę ustawień pozostawiamy domyślnie.

Username *	achyzynski	
Name *	<input type="text" value="achyzynski"/>	
Description	<input type="text" value="Description"/>	
User type *	<input checked="" type="radio"/> User <input type="radio"/> Administrator	
Profile *	<input type="text" value="Profile"/>	
Password *	***** <a href="#">Change Password</a>	
Email *	<input type="text" value="arkadiusz.chyzynski@kmplock.eu"/>	Quarantine digest will be sent to the first email address only.
Internet usage time	225:39 (HH:MM)	
Policies		
Group *	<input type="text" value="Open Group"/>	
Surfing quota *	<input type="text" value="Unlimited Internet Access"/>	
Access time *	<input type="text" value="Allowed all the time"/>	
Network traffic	<input type="text" value="None"/>	
Traffic shaping	<input type="text" value="None"/>	
SSL VPN policy		
Remote access *	<input type="text" value="No policy applied"/>	Group's remote access policy applies if you don't select a policy.
Clientless *	<input type="text" value="No policy applied"/>	
L2TP *	<input checked="" type="radio"/> Enable <input type="radio"/> Disable <input type="text" value="IP address"/>	
<div><div>Save</div><div>Reset user accounting</div><div>View usage</div><div>Cancel</div></div>		

5. Klikamy przycisk **Save**