

Practical 1(d) – Creating and Managing User Accounts

Requirements:

1. VMware Workstation.
2. **Windows Server 2016 NYP-DC1** virtual machine.
3. **Windows 10 Client NYP-CL1** virtual machine. The client must join the domain.
(see document on how to join the domain)
4. All passwords to be set to **Pa\$\$w0rd**

Practice 1

Objectives:

1. Review the properties of a user account.

Tasks:

1. On NYP-DC1, in Server Manager, click **Tools**, and click **Active Directory Users and Computers**.
2. Click on the **NYPmcp** organization unit located in the left pane to view its contents.
3. Right-click on the **user1-finance** account and click **Properties**.
4. Review the configurable settings on the different tabs. For example, in the **Account** tab, you can specify the time allowed for the user in the network through the **Logon Hours** button.
5. Click **Cancel** to close the user1-finance Properties window.
6. Close Active Directory Users and Computers.

Practice 2

Objectives:

1. Configure and test a Local user profile.

Tasks:

1. Login to NYP-DC1 as Administrator. In Server Manager, click **Tools**, and click **Active Directory Users and Computers**.
2. Right-click on the **Users** container, select **New**, and then click **User**.
3. In the New Object – User window, type **Testuser1** in the First name text box, and type **Testuser1** in the User logon name text box. Click **Next**.

4. In the Password text box type **Pa\$\$w0rd**, and then type **Pa\$\$w0rd** in the Confirm password text box.
5. Uncheck the **User must change password at next logon** check box. Click on **Password never expires** checkbox and click **Next** and then click **Finish**.
6. Repeat steps 2-5 to create another user, **Testuser2**.

Note: In normal circumstances, a non-administrative account is not allowed to logon to the Domain Controller (NYP-DC1). To bypass this, add the account to the Backup Operators group.

7. Add **Testuser1** and **Testuser2** as members of the **Backup Operators** Group.
8. Sign out the Administrator account and log in as **Testuser1**, using the password **Pa\$\$w0rd**. Once the logon process completes, notice that you are presented with the default user desktop environment.
9. Change the Windows Desktop background wallpaper to a new one (remember it).
10. Log off, and then log back on using the **Testuser1**. Notice that the new wallpaper appears because it was saved as part of the Testuser1 profile.
11. Log off, and then log back on using the **Testuser2** account with a password of **Pa\$\$w0rd**. Notice that the default user profile appears, because Testuser2 has not logged on to this system before.
12. Log off, and then log on using your Administrator account with a password of **Pa\$\$w0rd**.
13. Right-Click **Start** and select **System**.
14. Click the **Advanced system settings**, then the **Advanced** tab, and then click the **Settings** button in the **User Profiles** section. Notice that both the Testuser1 and Testuser2 profiles appear on the list as local profiles.
15. In the Profiles stored on this computer section, click **FRONTIER\Administrator** to select it if necessary. Notice that both the Delete and Copy To buttons are grayed out because you cannot delete or copy the profiles of the currently logged on user.
16. Click the **FRONTIER\Testuser1** profile. Notice that two of the buttons are available.
17. Click the **Change Type** button. Notice that only the Local profile option is available. This is because a roaming profile does not exist for Testuser1. Click **Cancel**.
18. Click the **Delete** button. When the Confirm Delete dialog box appears, click **Yes**. Notice that the Testuser1 profile no longer appears on the list.
19. Click **OK** to close the User Profiles window, and then click **OK** to close the System Properties window.
20. Log off, and then log on using the **Testuser1** account. Notice that the new wallpaper no longer appears because the previously stored profile for Testuser1 was deleted in the above step. Because a local profile did not exist, Testuser1 has had a new profile created based on the Default User profile.

Practice 3

Objectives:

1. Configure and test a Roaming user profile.

Tasks:

1. Login to NYP-DC1 as administrator.
2. Create a folder in c:\ call **profiles**. Share it and add **Authenticated users** to have share access with Full control (Read/Write) permissions.
(Right click **profiles** → **Properties** → **Sharing** tab → **Advanced Sharing** → **Permissions** → Add → Enter **Authenticated users** → **Check Names** → **OK**.
In [Permissions for profiles] select **Authenticated Users** and click **Full Control** → **Apply** → **OK**. Remove **Everyone**.)
3. Open Active Directory Users and Computers. Open the Testuser1 account. In the **Profile** tab add in the profile path as:
<\\nyp-dc1\profiles\Testuser1>
Close the Active Directory.
4. Log into **NYP-CL1** as **Testuser1**. Change the desktop background wallpaper. Logoff Testuser1.
5. Return to NYP-DC1 as administrator and open the **profiles** shared folder. You should see a **Testuser1.VX** folder inside. This contains the roaming profile of Testuser1.
6. Log into **NYP-CL1** as **Testuser1** again. Do you see the desktop background which you changed previously?
7. Go to **Start** → **Control Panel** → **System** → **Advanced system settings** → **Advanced** tab. Find **User Profiles** and click its **Settings** button. You should see an entry for Testuser1 with the Type and Status as Roaming.

Exercise - create a roaming profile for Testuser2 and configure the desktop settings and wallpaper to be different from Testuser1. Log in to NYP-CL1 as Testuser1 and Testuser2 to see if the roaming profile works. Try using **%username%** in place of the user name in `\\nyp-dc1\profiles\<user name>`

Practice 4

Objectives:

1. Configure and test a Mandatory user profile.

Tasks:

1. We will convert a Roaming profile to a Mandatory profile. Login to **NYP-DC1** as **Testuser1** (Note: Testuser1 must have a Roaming profile first).
2. Open File Explorer and go to **C:\profiles**.
3. Locate the **Testuser1.Vx** folder (where x is a number). You need to grant the Administrator full access to this folder – right click on Testuser1.Vx folder → **Properties** → **Security** tab → **Edit** → **Add** → enter **Administrator** → **OK** → grant **Full control** → **Apply** and **OK**. Close all the windows.
4. Logoff Testuser1 from NYP-DC1.
5. Login to NYP-DC1 as **Administrator** and go to **C:\profiles**.
6. Open the **Testuser1.Vx** folder, locate the file named **ntuser.dat**. (You may not see the file and need to turn off the “Hide protected operating system files” setting first. Your instructor will show you how to do this.)
7. Rename the ntuser.dat file to **ntuser.man**
8. Close all the windows.
9. Login to the client **NYP-CL1** as **Testuser1**. Take note of the desktop wallpaper. Make changes to the desktop wallpaper and logoff and login again. Were the last changes saved? Verify Testuser1 profile on NYP-CL1 is mandatory.

Practice 5

Objectives:

1. Create a user account template and then use that template to create a new user account.

Tasks:

1. Login to NYP-DC1 as Administrator and open **Active Directory Users and Computers**.
2. Right-click the **NYPmcp organization unit**, select **New**, and click **User**.
3. In the New Object – User dialog box, type **_Contractor Template** in the First name text box. Be sure to add the underscore “_” character at the beginning of the name. This will ensure that the template account appears at the top of the user listing when sorted alphabetically by name, making it easier to find when required.
4. Press the **Tab** key four times to reach the User logon name field. Type **contractortemplate** and click **Next**.

5. In the Password text box, type **Pa\$\$w0rd** and press the **Tab** key. In the Confirm password text box, type **Pa\$\$w0rd** again. (Passwords are not copied as part of creating a new user account from a template.)
6. Uncheck the **User must change password at next logon** check box and click **Next**. Click **Finish**.
7. Right-click on the **_Contractor Template** user account, and click **Properties**.
8. In the Description text box on the General tab, type **Contractor User**.
9. Click the **Profile** tab. In the Profile path text box, type **\\NYP-DC1\profiles\%username%**. The use of the %username% variable will automatically populate this field with the name of the user account when copied to new accounts.
10. Click the **Member Of** tab. Notice that this account is a member of the Domain Users group by default.
11. Click the **Add** button. In the Enter the object names to select text box on the Select Groups window, type **Domain Guests** and click **OK**. This adds the template account to the Domain Guests group. Click **OK**.
12. Right-click on the **_Contractor Template** user account and click **Disable Account**. User account templates should always be disabled for security purposes. When the Active Directory dialog box appears, click **OK**.
13. Right-click on the **_Contractor Template** user account and click **Copy**.
14. The Copy Object – User dialog box appears. Type **Jim** in the First name text box.
15. Press the **Tab** key twice to reach the Last name text box and type **Johnson**.
16. Press the **Tab** key twice to reach the User logon name field. Type **jjohnson** and click **Next**.
17. In the Password text box, type **Pa\$\$w0rd** and press the **Tab** key. In the Confirm password text box, type **Pa\$\$w0rd** again. Notice that the Account is disabled check box is checked by default.
18. Uncheck the **Account is disabled** check box, and click **Next**. Notice that this screen explicitly states that this user is being copied from **_Contractor Template**. Click **Finish**.
19. Right-click on the **Jim Johnson** user account and click **Properties**. Click on the **General**, **Member Of**, and **Profile** tabs to confirm that settings configured in the **_Contractor Template** account have been copied to the Jim Johnson user account. Click **Cancel** once you have confirmed these settings.
20. Close Active Directory Users and Computers.

Practice 6

Objectives:

1. Create new user accounts using the DSADD USER command.

Tasks:

1. On NYP-DC1, click **Start → Command Prompt (Admin)**.
2. At the command prompt window, type **cd ** and press **Enter**. This will help to reduce the on-screen clutter associated with the command prompt path.
3. Type **cls** and press **Enter** to clear the screen.
4. At the command line, type the following, all in one line:

```
dsadd user "cn=Mark Jones, ou=nypmcp, dc=frontier, dc=net"
```

Press **Enter**. If the dsadd succeeded message appears, the new user account has been created successfully. If you receive an error message, type the command again being careful to avoid typing errors.

5. Minimize the Command Prompt window.
6. Open the **Active Directory Users and Computers**.
7. Click on the **NYPmcp organization unit** to view its contents. Notice that the Mark Jones user account now appears in the container, but that it is disabled by default.
8. Minimize Active Directory Users and Computers, and maximize the Command Prompt window.
9. At the command line, type the following, all in one line:

```
dsadd user "cn=Paul Kohut, ou=nypmcp, dc=frontier, dc=net" -pwd Pa$$w0rd  
-memberof "cn=domain guests,cn=users,dc=frontier,dc=net" -email  
paul@frontier.net -profile "\\NYP-DC1\profiles\paul kohut" -disabled no
```

Press **Enter**. If the dsadd succeeded message appears, the new user account has been created successfully. If you receive an error message, type the command again being careful to avoid typing errors.

10. Close the Command Prompt window, and then maximize the Active Directory Users and Computers window.
11. Right-click on the **NYPmcp organization unit**, and then click **Refresh**. Notice that the Paul Kohut user account now appears in the **NYPmcp organization unit**.
12. Right-click on the **Paul Kohut** user account and click **Properties**.
13. On the General tab, confirm that the configured e-mail address is paul@frontier.net.
14. Click the **Profile** tab. Confirm the profile path specified in <\\NYP-DC1\profiles\paul> kohut.
15. Click on the **Member Of** tab. Confirm that this account is a member of the Domain Guests group.

16. Click **Cancel**, and then close Active Directory Users and Computers.

Practice 7

Objectives:

1. Modify existing user account properties using the DSMOD USER command.

Tasks:

1. On NYP-DC1, click **Start → Command Prompt (Admin)**.
2. At the command prompt window, type **cd ..** and press **Enter**. Type **cd ..** again and press **Enter**.
3. Type **cls** and press **Enter** to clear the screen.
4. At the command line, type the following, all in one line:

```
dsmod user "cn=Mark Jones,ou=nypmcp,dc=frontier,dc=net" -desc  
"Marketing Manager"
```

Press **Enter**. If the dsmod succeeded message appears, the modification has completed successfully. If you receive an error message, type the command again being careful to avoid typing errors.

5. Minimize the Command Prompt window.
6. Open the **Active Directory Users and Computers**.
7. Click the **NYPmcp organization unit** if necessary to view its contents. Right-click on the **Mark Jones** user account and click **Properties**.
8. On the General tab, confirm that the words Marketing Manager now appear in the Description text box. Click **Cancel**.
9. Minimize Active Directory Users and Computers, and maximize the Command Prompt.
10. At the command line, type the following, all in one line:

```
dsmod user "cn=Mark Jones,ou=nypmcp,dc=frontier,dc=net" "cn=Paul  
Kohut, ou=nypmcp,dc=frontier,dc=net" -fax "65501234"
```

Press **Enter**. If the dsmod succeeded message appears, the modification has completed successfully. If you receive an error message, type the command again being careful to avoid typing errors.

11. Close the Command Prompt window, and then maximize the Active Directory Users and Computers window.
12. Right-click on the **Paul Kohut** user account in the **NYPmcp organization unit** and click **Properties**.
13. Click on the **Telephones** tab to confirm that the fax number configured using the DSMOD command is displayed in the Fax text box. Click **Cancel**.
14. Repeat Steps 13 and 14 to confirm that the fax number has also been configured for the Mark Jones user account.

15. Close Active Directory Users and Computers.

Practice 8

Objectives:

1. Export Active Directory data using LDIFDE.

Tasks:

1. On NYP-DC1, click **Start → Command Prompt (Admin)**.
2. Type **cd ** at the command prompt and press **Enter**.
3. Try the following commands in the DOS window followed by the Enter key
<Enter>:

```
ldifde -f exportall.ldf -s NYP-DC1 <Enter>
```

Adding filters with -r

```
ldifde -f exportcomputer.ldf -s NYP-DC1 -r  
"(objectclass=computer)" <Enter>
```

```
ldifde -f exportuser.ldf -s NYP-DC1 -r "(objectclass=user)"  
<Enter>
```

Export only the LDIFDE fields you want with -l

```
ldifde -f exportuser2.ldf -s NYP-DC1 -r "(objectclass=user)"  
-l "dn,cn,givenName,sn,department" <Enter>
```

4. Close the **Command Prompt**.
5. Open File Explorer and go to C:\
6. Examine all the exported files with Notepad.
7. Close all open windows.

Exercise:

Create three (3) user accounts in **NYPmcp** OU – Ali, Ben, and Cat.

[The End]