

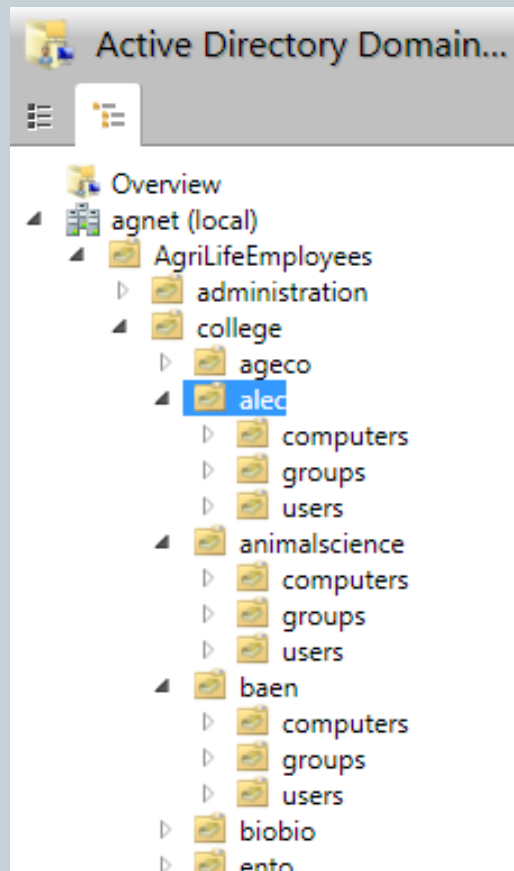
Managing Users, Computers, & Groups



**IN THE
AGNET.TAMU.EDU
ACTIVE DIRECTORY DOMAIN**

- **Active Directory Administrative Center**
- **Managing Computers**
- **Managing Users & Groups**
- **Managing Organizational Units**

Introduction to Active Directory

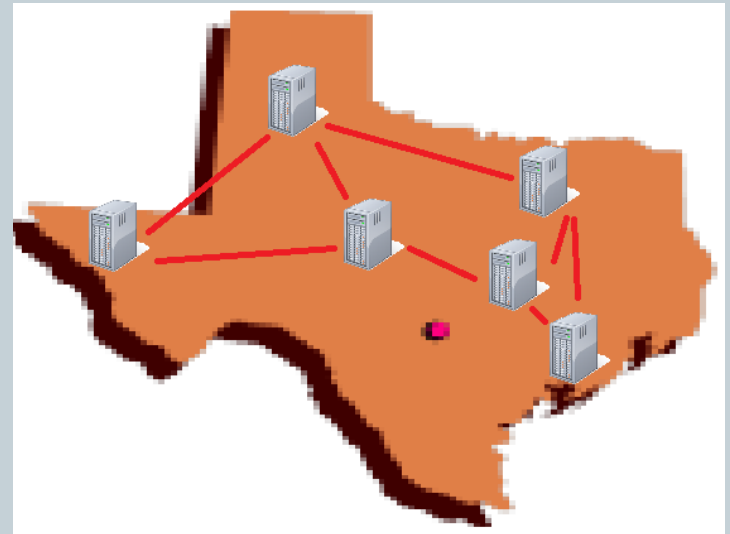


- Active Directory (AD) is a network directory service for centrally storing and managing security and information about the users and devices on a network.
- Individual records for users, computers, groups, etc., are called “objects” and they are organized into containers called “Organizational Units”.

Intro to AD, continued...



- Active Directory can manage security policies and user interfaces as well as store user credentials and other information.
- Copies of the entire database can be stored and replicated on Domain Controllers, which are distributed throughout an enterprise.
- AD allows for as much centralization of management and support as an organization requires.



Intro to AD, continued...



In an Active Directory domain, user accounts are stored on the domain controller instead of on each workstation. By default, any domain user can log onto any domain computer as long as they enter the correct username and password. Individual computers still have local user accounts, but they aren't used except in special circumstances.

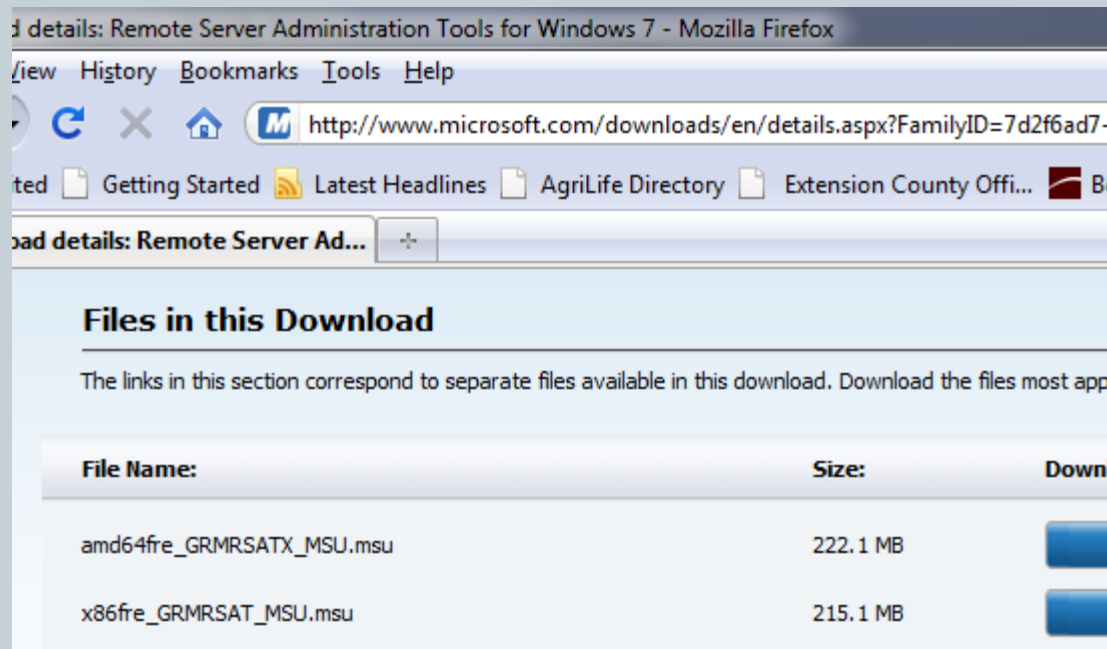


Before a domain user can log into a computer, the computer must “join” the domain. Joining links a computer to a computer object in the AD database much like a user account.

Active Directory Administrative Center



- Active Directory Administrative Center is the primary tool you will use to manage the computer, user, and group objects for your organization. It will only work on Windows 7 Professional or higher. Home and Starter editions will not work.



Download details: Remote Server Administration Tools for Windows 7 - Mozilla Firefox

View History Bookmarks Tools Help



http://www.microsoft.com/downloads/en/details.aspx?FamilyID=7d2f6ad7-

Getting Started Latest Headlines AgriLife Directory Extension County Offi...

Download details: Remote Server Ad...

Files in this Download

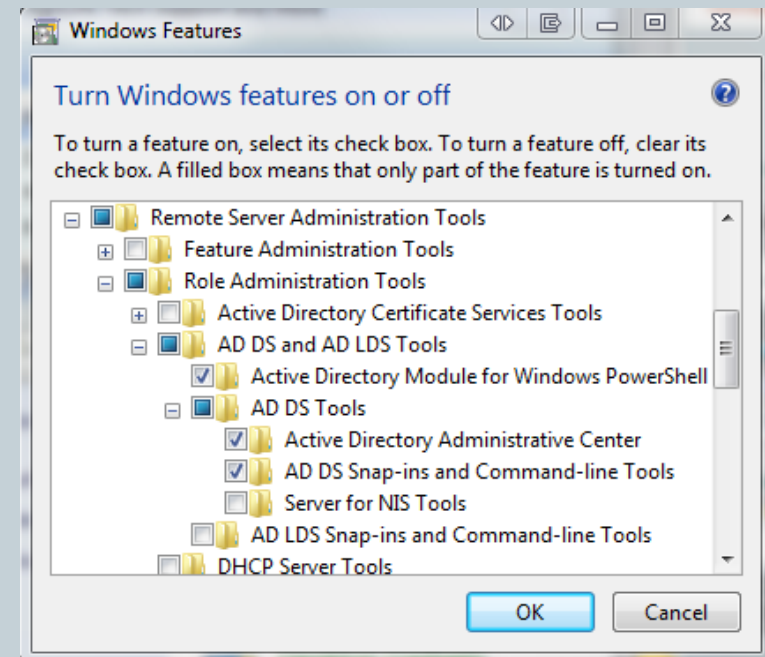
The links in this section correspond to separate files available in this download. Download the files most appropriate for your system.

File Name:	Size:	Download
amd64fre_GRMRSATX_MSU.msu	222.1 MB	
x86fre_GRMRSAT_MSU.msu	215.1 MB	

- Download & install Remote Server Administrative Tools (RSAT) for Windows 7 from [Microsoft's Download Center](#). (Be sure to download the 32-bit or 64-bit version to match your installed OS.)

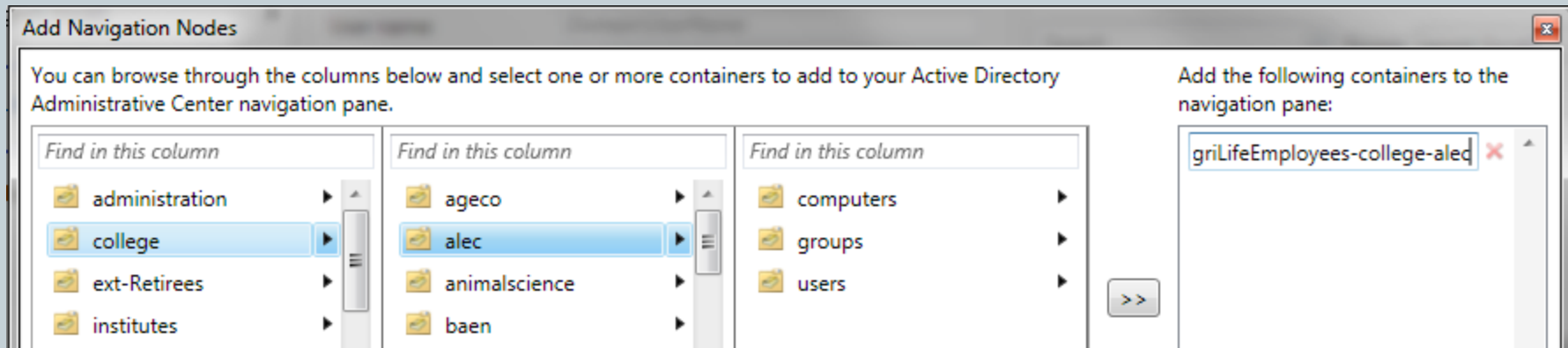
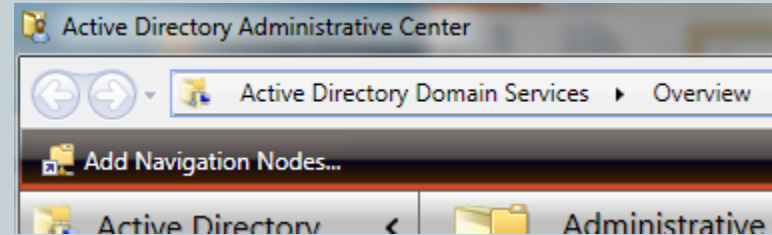
Installing ADAC, continued...

- Open Programs from the Control Panel and select “Turn Windows features on and off.”
- Expand the feature tree to Remote Server Administration Tools\Role Administration Tools\AD DS and AD LDS Tools\AD DS Tools and install **Active Directory Administrative Center**.



Installing ADAC, continued...

- To launch ADAC, run dsac.exe, or select it from your Administrative Tools.
- Click on “Add Navigation Nodes...” in the toolbar.
- Browse through the columns of Organizational Units to your local site. Highlight it and click the double arrow then OK.



You now have a shortcut to your site OU in the Navigation Pane.

Managing Computers



In Active Directory, computers use accounts and passwords just like users. A computer must join the domain (become associated with a computer account) before a person can use it to log into their own account. After the initial migration, this is the process you will use to add computers to the domain.

- First, create a computer account object in AD.
 1. In ADAC, select the appropriate OU
 2. Click New then Computer from the Tasks pane.
 3. Enter the computer's name.
(Make sure computer names are recognizably associated with your organization!)
- Log into the computer with a local administrator account.



Computers, continued...



- Right click on Computer (My Computer in XP) and select Properties.
- Click on “Change settings” (except in XP) and click on the “Change” button.
- Make sure the computer name exactly matches the computer account you created in ADAC.
- Select the “Domain” radio button and enter agnet.tamu.edu as the domain name. Click OK.

The screenshot shows the 'Computer Name/Domain Changes' dialog box. At the top, it says 'You can change the name and the membership of this computer. Changes might affect access to network resources.' with a link to 'More information'. Below this, there are two text boxes: 'Computer name:' containing 'AIT53272' and 'Full computer name:' containing 'AIT53272.agnet.tamu.edu'. A 'More...' button is to the right of the full name box. Under the 'Member of' section, the 'Domain:' radio button is selected, and the text box next to it contains 'agnet.tamu.edu'. The 'Workgroup:' radio button is unselected, and its text box is empty. At the bottom, there are 'OK' and 'Cancel' buttons.

Computers, continued



- Enter the username and password of an Active Directory account that is authorized to join computers to the domain. Click OK.

Welcome to the agnet.tamu.edu domain.

- Acknowledge the Welcome message and close the properties window.
- Restart the computer.

*****If you reinstall the OS on a computer, you must rejoin the domain!*****

Computers, continued...



Joining a Mac to the domain

- For Leopard or Snow Leopard, create a computer account as described above. *(Some users still have difficulties joining Snow Leopard to the domain.)*
- On the Mac, open the System Preferences and go to Accounts.
- Click on the Login Options on the bottom left.
- On the right, click the Edit button for the Network Account Server.
- Click on the + button and enter `agnet.tamu.edu`.
- Authenticate with an AGNET account that is authorized to join computers to the domain.

Managing Users & Groups

Creating a user account

- In ADAC, select the appropriate OU.
- Click New then User from the Tasks pane on the right.
- Enter the person's first and last name.
- Enter the user's logon name in the "User UPN logon" field.
(Logon name should be First.Last or FirstM.Last.)
- Enter a password and other information as necessary.

Create User: Joe User

Account

Organization

Member Of

Profile

Account

First name: Joe

Middle initials:

Last name: User

Full name: * Joe User

User UPN logon: joe.user @ agnet.tamu

User SamAccountName: agnet \ * joe.user

Password: *****

Confirm password: *****

Create in: OU=users,OU=alec,OU=college,OU=AgriLife Employees,DC=agnet,DC=tamu,DC=edu
[Change...](#)

Protect from accidental deletion

[Log on hours...](#) [Log on to...](#)

Organization

Display name: Joe User

Office:

Job title

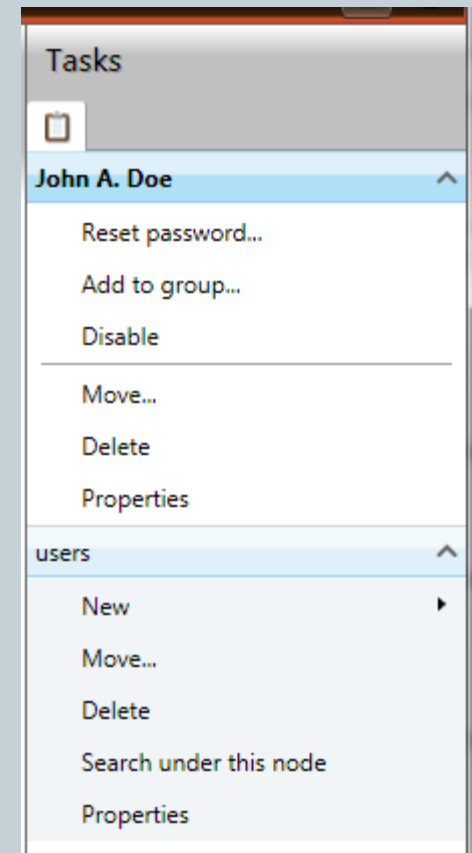
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Users & Groups, continued...



Resetting a user's password

- Highlight the user account in ADAC and click “Reset password” from the Tasks pane.
- Enter the new password twice and check the “Unlock account” box if necessary. Click OK.

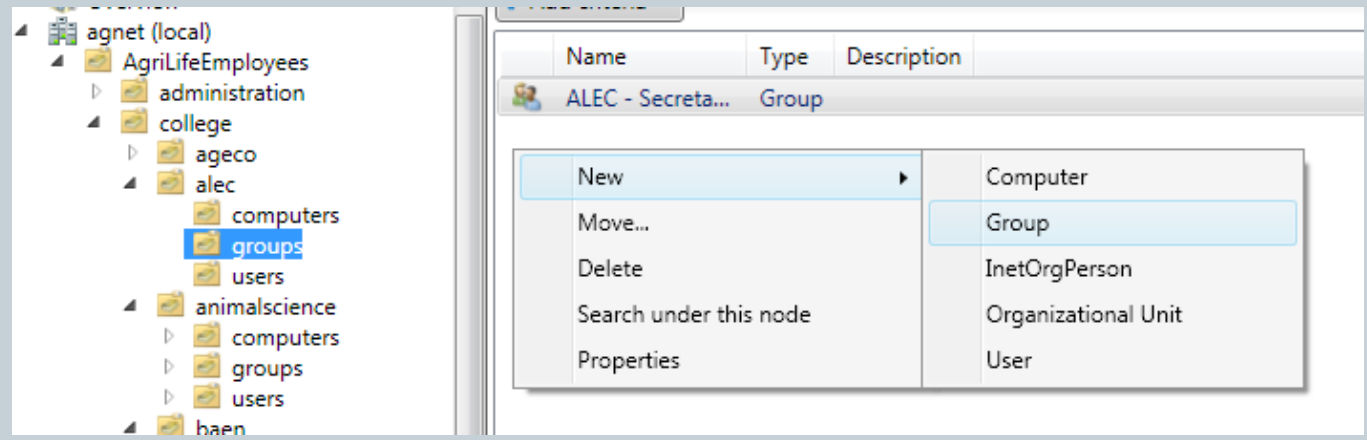


Users & Groups, continued...

Creating a user group

- Select the appropriate OU.
- Click New then Group from the Tasks pane.*
- Enter a group name that can be readily associated with your organization.
- Add a description and comments if appropriate.

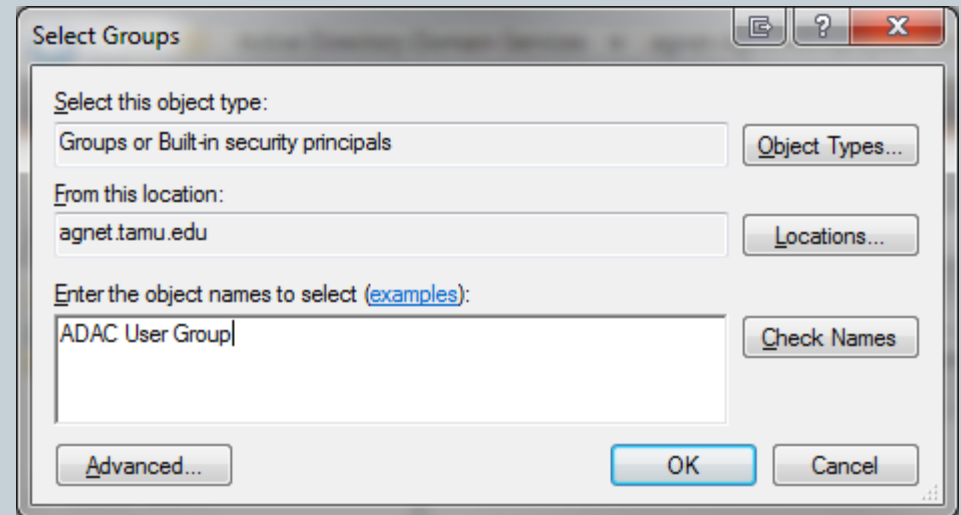
* There are two ways to create a new object: First, click "New" in the Tasks pane; Second, right-click in the center pane and select "New."



Users & Groups, continued...

Adding a user to a group

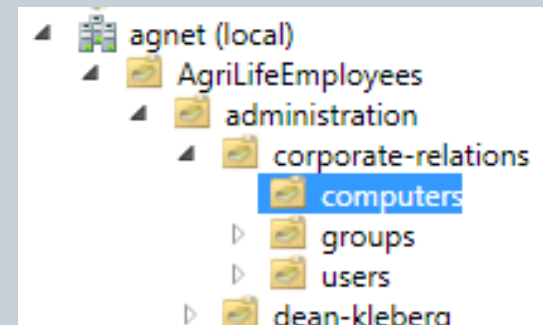
- From the User account object
 - Highlight the user account object.
 - Click on “Add to group” in the Tasks pane.
 - Type the group name and click OK.
- From the Group object
 - Open the Group object properties.
 - Scroll down to the Members section (or click on Members in the Navigation pane.)
 - Click the Add button.
 - Type the name of the user or group you want to add. Separate multiple object names with a semicolon.



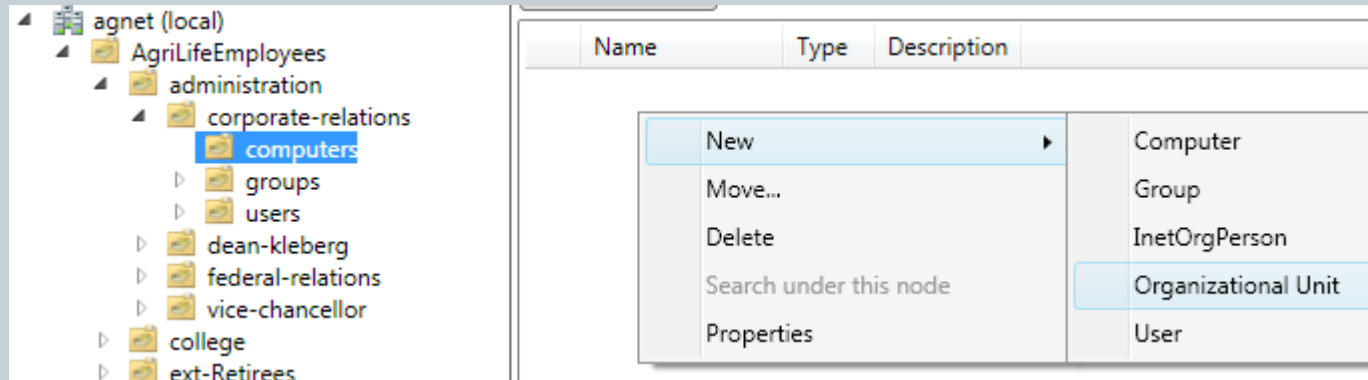
Managing Organizational Units



- Organizational Units are containers in Active Directory, used for grouping similar objects together.
- All end user, computer, and group accounts in agnet.tamu.edu are stored in a tree of OUs under a top-level OU called AgriLifeEmployees.
- Under your department's OU, there are three sub-OUs for computers, groups, and users.
- You may create new OUs under those three to suit your own organization's needs.



Managing OUs, continued...



- To create a new sub-OU, navigate to the appropriate location of the directory tree in ADAC, right-click in the center pane, and select New, then Organizational Unit.
- ...or select New then Organizational Unit from the Tasks pane.

Managing OUs, continued...



- Enter a name and description for your new OU.

Create Organizational Unit: Main Office Tasks | Add Sec

Organizational Unit	Organizational Unit
Managed By	Name: * Main Office Create in: OU=computers,OU=corpo relations,OU=administratic ifeEmployees,DC=agnet,DC edu Change...
	Description: Main office computers
	<input checked="" type="checkbox"/> Protect from accidental deletion

- Click OK

Document Update History



2010.11.23	Jay Carper	Added graphics, corrections
2010.11.23.1	Jay Carper	Added info on OU management
2011.07.01	Jay Carper	Modified Mac OSX information.