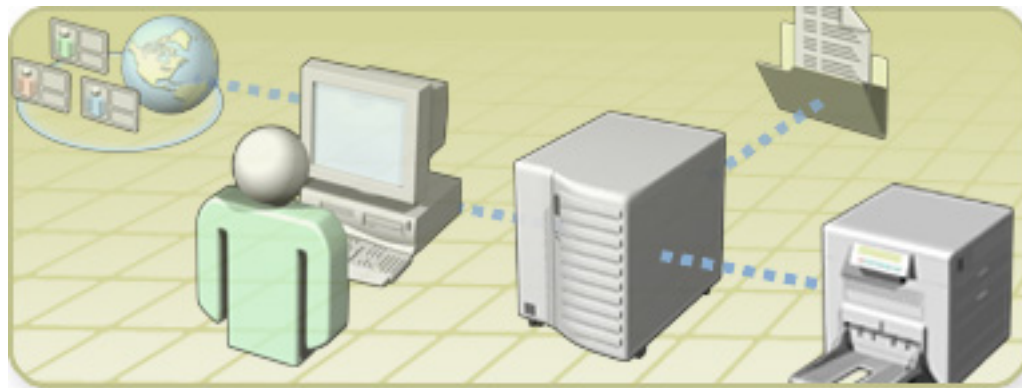


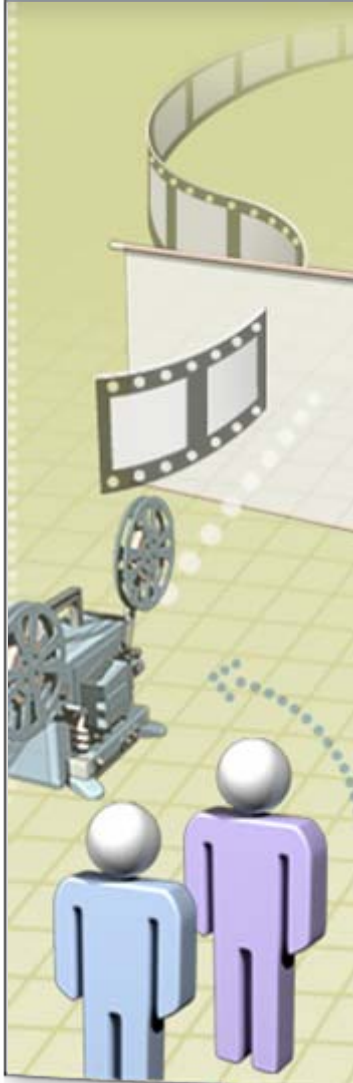
Module 1: Introduction to Administering Accounts and Resource



Overview

- **Multimedia: Introduction to Administering Accounts and Resources**
- **The Windows Server 2003 Family**
- **Logging onto Windows Server 2003**
- **Installing and Configuring Administrative Tools**
- **Creating User Accounts**
- **Creating Computer Accounts**
- **Creating an Organizational Unit**
- **Resolving Problems with Creating Accounts and Organizational Units**

Multimedia: Introduction to Administering Accounts and Resources



- This presentation describes the primary job functions of administering accounts and resources, and defines:
 - Forest
 - Domain
 - Objects
 - Organizational units
 - Member servers
 - Domain controllers
 - Workstations
 - Active Directory permission concepts

Lesson: The Windows Server 2003 Family

- The role of servers within a network
- What are server roles?
- Explain the features of
 - Windows Server 2003 Standard Edition
 - Windows Server 2003 Enterprise Edition
 - Windows Server 2003 Datacenter Edition
 - Windows Server 2003 Web Edition

The Role of Servers in a Network

The screenshot displays the 'Manage Your Server' console for a server named 'LONDON'. The interface includes a search bar for help and support, a main section for managing server roles, and a sidebar with 'Tools and Updates' and 'See Also' links.

Manage Your Server
Server: LONDON

Managing Your Server Roles
Use the tools and information found here to add or remove roles and perform your daily administrative tasks.

- ➔ Add or remove a role
- 🔍 Read about server roles
- 🔍 Read about remote administration

Your server has been configured with the following roles:

- File Server
- Domain Controller (Active Directory)
- DNS Server
- DHCP Server
- WINS Server

Don't display this page at logon

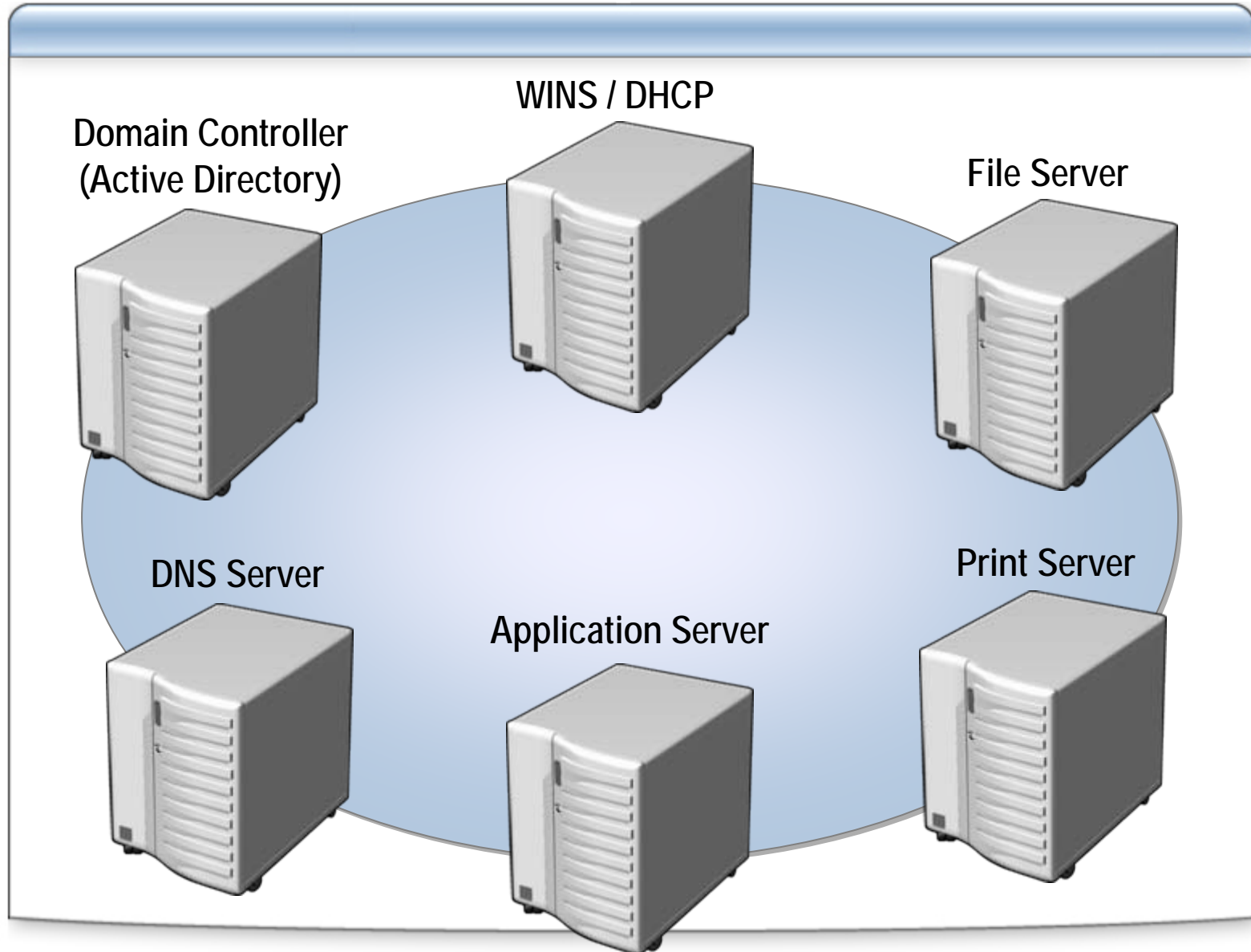
Tools and Updates

- Administrative Tools
- More Tools
- Windows Update
- Computer and Domain Name Information

See Also

- Help and Support
- Microsoft TechNet
- Deployment and Resource Kits
- List of Common Administrative Tasks
- Windows Server Communities
- What's New
- Strategic Technology Protection Program

Types Server Roles



Windows Server 2003, Standard Edition

- Ideal choice for small businesses and departmental use
- Supports advanced networking features
- Supports two-way symmetric multiprocessing (SMP)
- Allows centralized desktop application deployment

Windows Server 2003, Enterprise Edition

- Designed for medium to large businesses
- Recommended for servers running applications for:
 - Networking
 - Messaging
 - Inventory and customer service systems
 - Databases
 - E-commerce Web sites

Windows Server 2003, Datacenter Edition

- Datacenter Edition is designed for critical business applications
- Delivers mission-critical solutions for:
 - Databases
 - Enterprise resource-planning software
 - High-volume, real-time transaction processing
 - Server consolidation

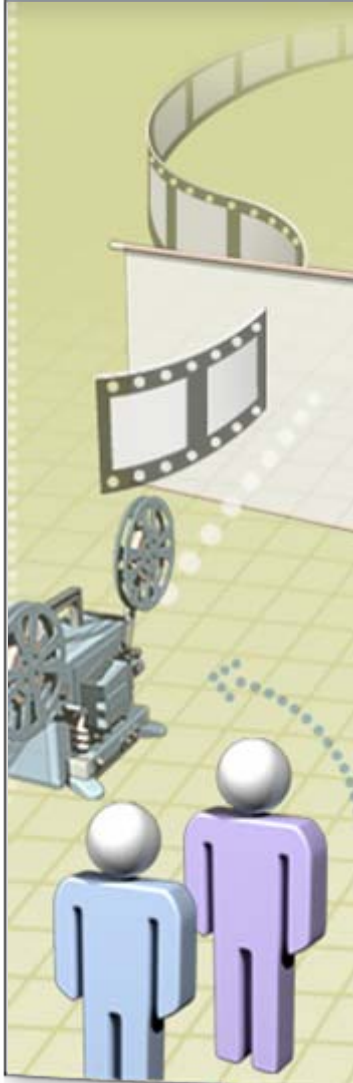
Windows Server 2003, Web Edition

- **Designed for building and hosting:**
 - Web applications
 - Web pages
 - XML Web services

Lesson: Logging on to Windows Server 2003

- **Multimedia: Logon and Authentication**
- **Logon Dialog Box Options**

Multimedia: Logon and Authentication



- **This activity presents information on:**
 - Local logon process
 - Domain logon process
 - Secondary logon process
 - Smart card logon process
- **Important points to look for**
 - Difference between local and domain authentication
 - How to perform a secondary logon
 - Contents of an access token

Logon Dialog Box Options

- By default, Windows Server 2003 assumes the user wants to log on to the domain that the computer is a member of

Log On to Windows

Microsoft
Windows .NET Server 2003
Enterprise Edition

Copyright © 1985-2003 Microsoft Corporation

User name:

Password:

Log on to:

OK Cancel Shut Down... Options

Select the Domain
Where the user account
is located

Practice: Logging on to a Local Computer



- In this practice, you will:
 - Log on to a computer using a local computer account
 - Log on to a local computer with a domain account

Lesson: Installing and Configuring Administrative Tools

- What Are Administrative Tools?
- How to Install Administrative Tools
- What Is MMC?
- How to Create a Custom MMC
- How to Resolve Problems with Installing and Configuring Administrative Tools

What Are Administrative Tools?

- What Are Administrative Tools?
- Why Do I Use Administrative Tools?
- Where Are the Administrative Tools Installed?

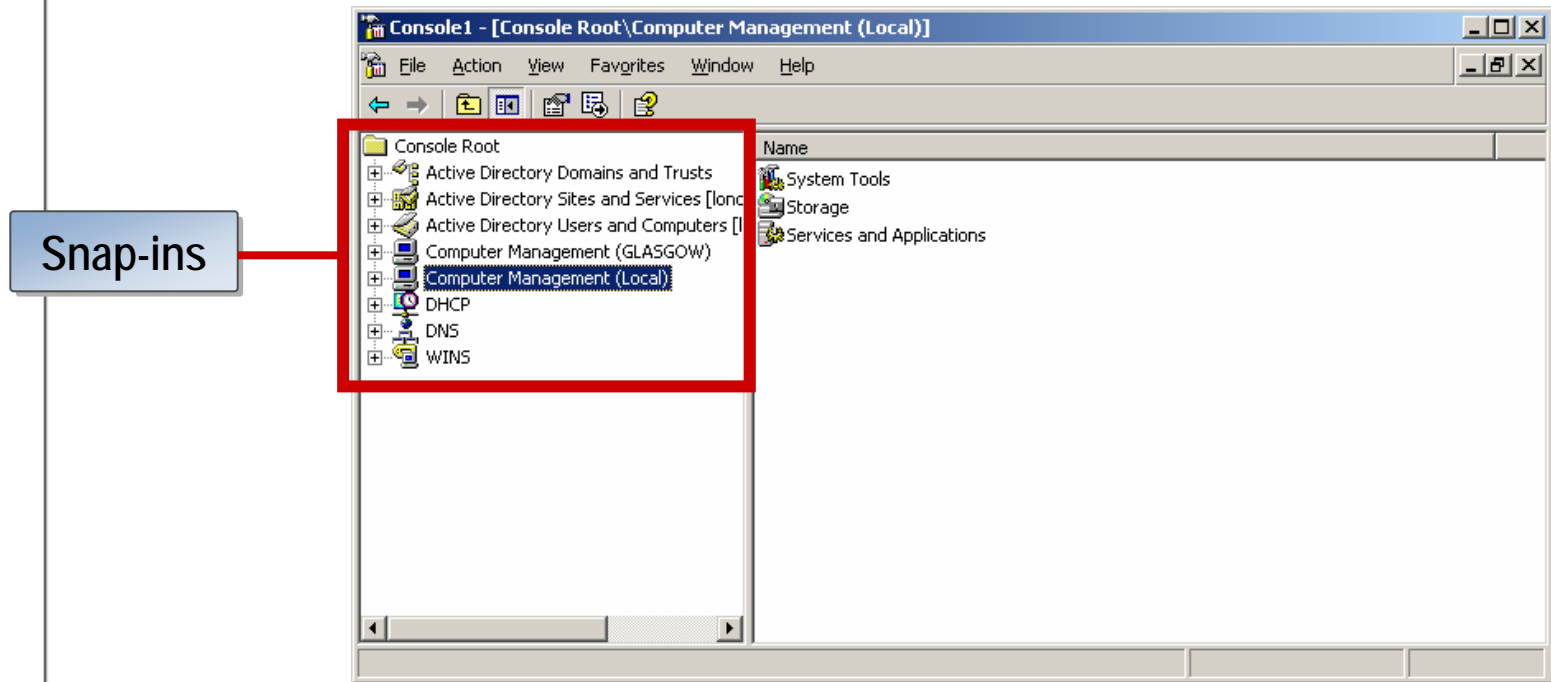
How to Install Administrative Tools



- In this procedure, you will learn how to install the Administration Tools Pack from the Windows Server 2003 compact disc

What Is MMC?

- MMC hosts tools, referred to as snap-ins, that perform administrative functions



How to Create a Custom MMC



- In this procedure, you will learn how to create a custom MMC

Practice: Configuring the Administrative Tools



- In this practice, you will:
 - Create a custom MMC that contains the following:
 - Computer Management (Local)
 - Computer Management (Glasgow)
 - Active Directory Users and Computers
 - Save the MMC to Administrative Tools

How to Resolve Problems with Installing and Configuring Administrative Tools

Symptom	Cause	Resolution
Cannot install the administrative tools	Insufficient permissions	You must have appropriate permissions and rights on the local computer
	Incorrect operating system	You can install the Windows Server 2003 Administration Tools Pack only on currently supported client operating systems
Broken links in Help files	Both server and client Help systems are required	Use both Help systems for the Windows Server 2003 Administration Tools Pack by installing the server Help on currently supported client operating systems

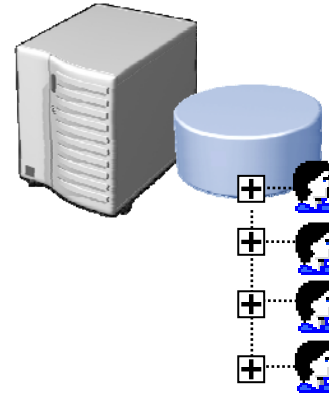
Lesson: Creating User Accounts

- What Is a User Account?
- Built-in User Accounts
- Names Associated with Domain User Accounts
- Guidelines for Creating a User Account Naming Convention
- User Account Placement in a Hierarchy
- User Account Password Options
- When to Require Password Changes
- How to Create User Accounts
- Best Practices for Creating User Accounts

What Is a User Account?

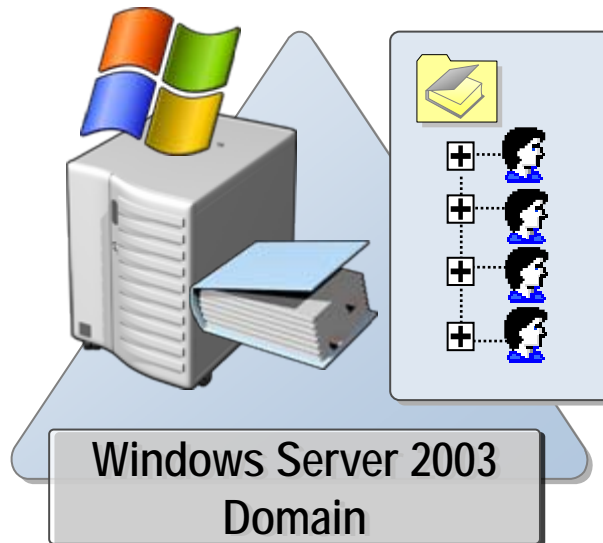
- **Local user accounts**
(stored on local computer)

- User accounts
- Service accounts



- **Domain user accounts**
(stored in Active Directory)

- User accounts
- Contact
- InetOrgPerson



Built-In User Accounts

Account	Description
Administrator	The local Administrator account is the account that you use when setting up a workstation or member server before creating an account for yourself
Guest	This account is the account used by people who do not have an actual account in the domain or on a local computer
HelpAssistant	This account is the primary account used to establish a Remote Assistance session
SUPPORT_388945a0	This account is an account that enables Help and Support Service interoperability with other vendors

Names Associated with Domain User Accounts

Name	Description
User logon name	The name a user uses to log on to a Windows Server 2003 or Windows 2000 domain
Pre-Windows 2000 logon name	Allows users to log on to a Windows Server 2003 domain from computers running Windows NT and earlier
User principal logon name	Consists of the user logon name and the user principal name suffix, joined by the at sign (@)
LDAP relative distinguished name	Uniquely identifies the object in its parent container

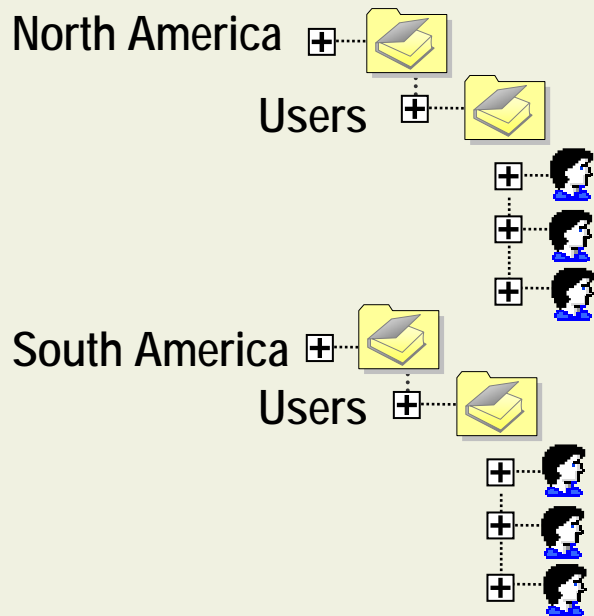
Guidelines for Creating a User Account Naming Convention

A convention for naming user accounts should accommodate:

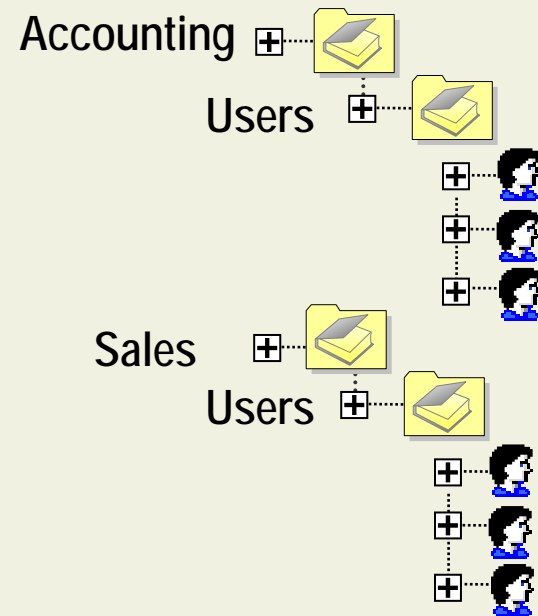
- Employees with duplicate names
- Different types of employees, such as temporary or contract employees

User Account Placement in a Hierarchy

Geopolitical Managed Users



Business Managed Users



User Account Password Options

Account options	Description
User must change password at next logon	A user must change their password the next time the user logs on to the network
User cannot change password	A user does not have the permissions to change their own password
Password never expires	Prevents a user password from expiring
Account is disabled	Prevents a user from logging on by using the selected account

When to Require or Restrict Password Changes

Option	Use this option when you:
Require password changes	<ul style="list-style-type: none"><li data-bbox="535 458 1201 508">• Create new domain accounts<li data-bbox="535 544 953 594">• Reset passwords
Restrict password changes	<ul style="list-style-type: none"><li data-bbox="535 786 1467 836">• Create local and domain service accounts

How to Create User Accounts



In these procedures, you will learn how to:

- Create a domain user account
- Create a local user account

Practice: Creating User Accounts



- In this practice, you will:
 - Create a local user account by using the Computer Management snap-in
 - Create a domain account by using Active Directory Users and Computers
 - Create a domain user account by using Run as
 - Create a Domain User Account with Dsadd (if time permits)

Best Practices for Creating User Accounts

Best Practices for Creating Local User Accounts

- Do not enable the Guest account
- Limit the number of people who can log on locally

Best Practices for Creating Domain User Accounts

- Disable an account that will not be used immediately
- Require users to change their passwords the first time that they log on

Lesson: Creating Computer Accounts

- What Is a Computer Account?
- Why Create a Computer Account?
- Where Computer Accounts Are Created in a Domain
- Computer Account Options
- How to Create a Computer Account

What Is a Computer Account?

- Identifies a computer in a domain
- Provides a means for authenticating and auditing computer access to the network and to domain resources
- Is required for every computer running:
 - Windows Server 2003
 - Windows XP
 - Windows 2000
 - Windows NT

Why Create a Computer Account?

- **Security**

- Authentication
- IPSec
- Auditing

- **Management**

- Active Directory features:
 - Software deployment
 - Desktop management
- Hardware and software inventory through SMS

Where Computer Accounts Are Created in a Domain

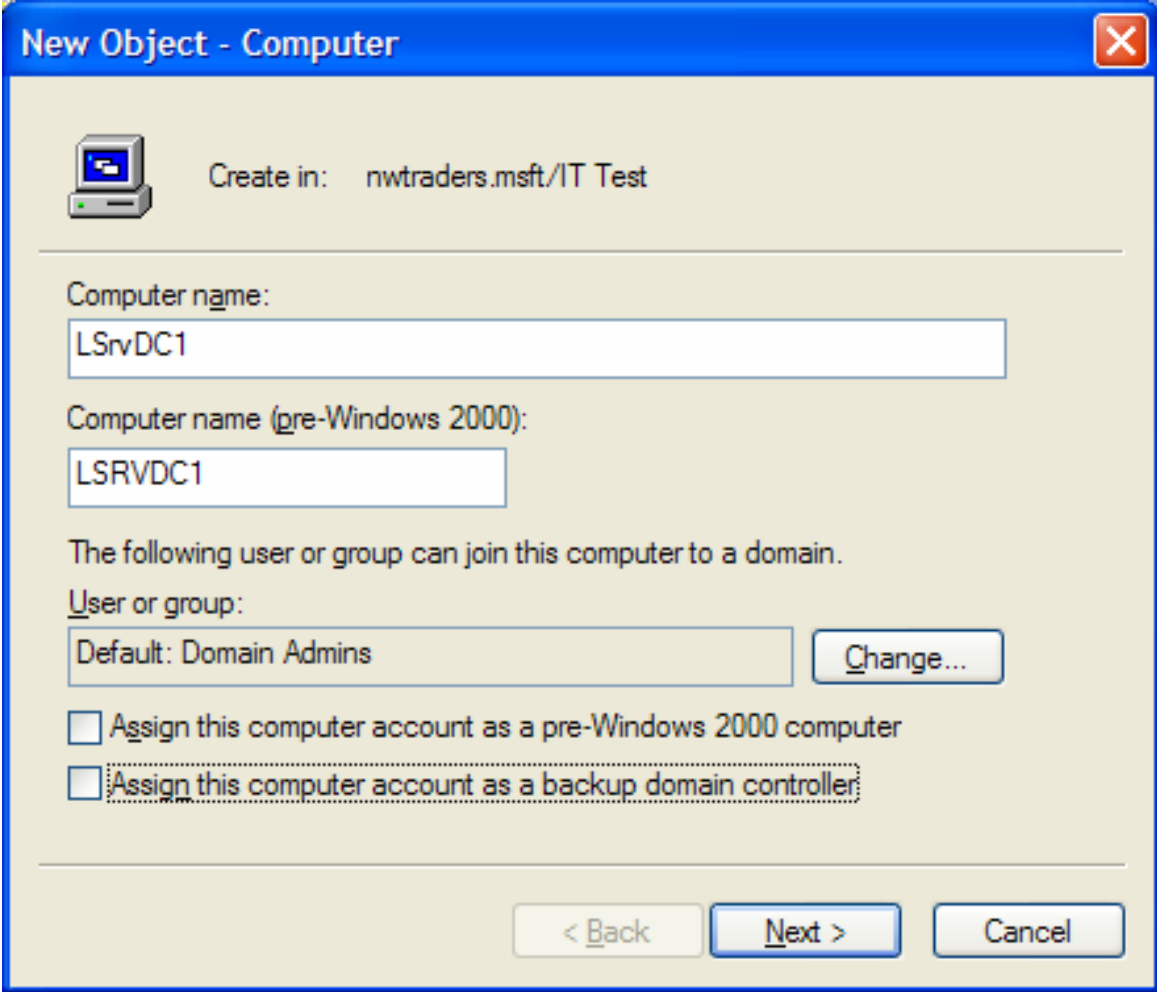
The screenshot shows the Active Directory Users and Computers console. The left pane displays the tree structure with 'Computers' and 'Locations' highlighted by red boxes. The right pane shows a list of computer accounts under the 'Computers' container.

Computers that join a domain are created in the computers container

Computer accounts can be moved or created in other organizational units

Name	Type	Description
AcapComputer2204	Computer	AcapComput
AcapComputer2208	Computer	AcapComput
AcapComputer2209	Computer	AcapComput
AcapComputer2210	Computer	AcapComput
AcapComputer2211	Computer	AcapComput
AcapComputer2212	Computer	AcapComput

Computer Account Options



New Object - Computer

Create in: nwtraders.msft/IT Test

Computer name:
LSrvDC1

Computer name (pre-Windows 2000):
LSRVDC1

The following user or group can join this computer to a domain.

User or group:
Default: Domain Admins Change...

Assign this computer account as a pre-Windows 2000 computer

Assign this computer account as a backup domain controller

< Back Next > Cancel

How to Create a Computer Account



- In this procedure, you will learn how to:
 - Create a computer account by using Active Directory Users and Computers
 - Create a computer account by using dsadd

Practice: Creating a Computer Account



- In this practice, you will
 - Create a computer account
 - Create a computer account with dsadd (if time permits)

Lesson: Creating an Organizational Unit

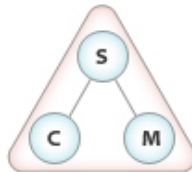
- What Is an Organizational Unit?
- Organizational Unit Hierarchical Models
- Names Associated with Organizational Units
- How to Create an Organizational Unit

What Is an Organizational Unit?

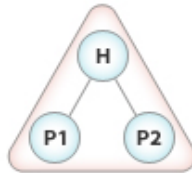
- Organizes objects in a domain
- Allows you to delegate administrative control
- Simplifies the management of commonly grouped resources

Organizational Unit Hierarchical Models

Active Directory: Function-Based Hierarchy

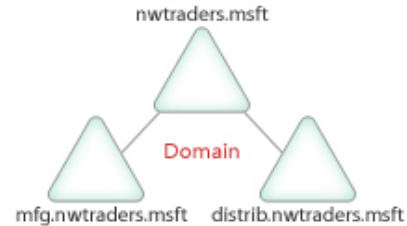


S - Sales
C - Consultants
M - Marketing



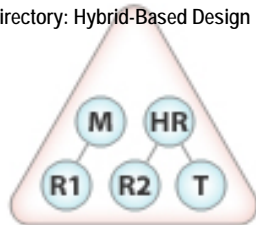
H - Hardware
P1 - Project1
P2 - Project2

Active Directory: Based on Organization



M - Manufacturing
E - Engineering
P - Purchasing
R - Research

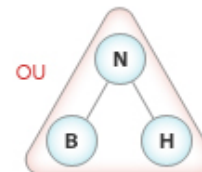
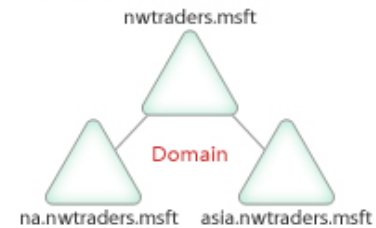
Active Directory: Hybrid-Based Design



asia.nwtraders.msft

M - Manufacturing
R1 - Research
HR - Human Resources
R2 - Recruiting
T - Training

Active Directory: Location-Based Design



N - New England
B - Boston
H - Hartford

Names Associated with Organizational Units

Name	Description
LDAP relative distinguished name	Uniquely identifies the organizational unit in its parent container
LDAP distinguished name	Uniquely identifies the organizational unit in Active Directory by using the relative distinguished name, plus the names of the container objects and domains that contain the organizational unit
Canonical name	Consists of the distinguished name of an organizational unit with the root first and without LDAP attribute tags

How to Create an Organizational Unit



- In this procedure, you will learn how to create an organizational unit

Practice: Creating an Organizational Unit



- In this practice, you will create three organizational units

Resolving Problems with Creating Accounts and Organizational Units

Cause	Resolution
Name uniqueness	Recreate the account, adhering to the name uniqueness rules for accounts or organizational units, as applicable
Permissions	Ensure that you have the permissions required to create an account or organizational unit

Lab A: Creating Accounts and Organizational Units



- After completing this lab, you will be able to:
 - Create user accounts
 - Create computer accounts
 - Create organizational units