

LESSON 3.1

98-365 Windows Server Administration Fundamentals

Understand Accounts and Groups

Lesson Overview

In this lesson, you will learn:

- Account naming guidelines
- Creating local user accounts
- Creating domain user accounts
- Managing user accounts
- Built-in groups
- Creating groups
- Managing groups

Anticipatory Set

- In what file are the local user and group objects located?
- In what file are the domain user and group objects located?

Account Naming Guidelines

A user account name:

- Cannot be identical to any other user account name or group name on the computer being administered
- Can contain up to 20 characters
- Can contain uppercase or lowercase characters
- Cannot contain any of the following characters:
 - " / \ [] : ; | = , + * ? < > @
- Cannot consist solely of periods (.) or spaces
- Are not case sensitive

Account Naming Guidelines

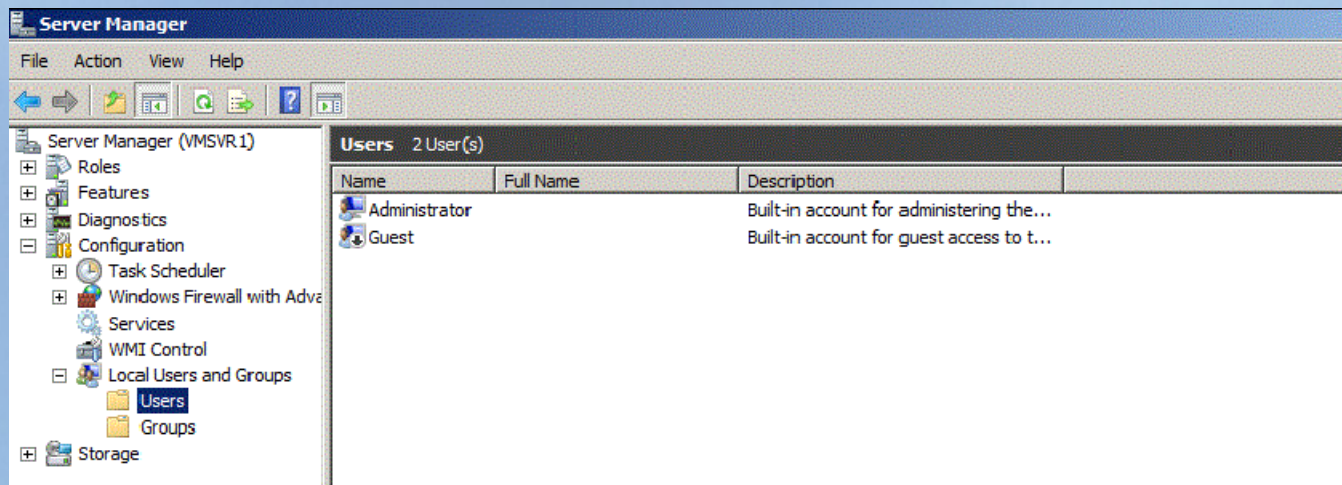
- Account names should be consistent
- Organizations will typically have an account naming policy
 - [First name].[last name]: Luka.Abrus
 - [First initial][last name]:
 Labrus@corp.contoso.com
 - [employeeID][first initial][lastinitial]:
 0123LA@corp.contoso.com

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Creating Local User Accounts

- Can be created by:
 - Command line
 - Server Manager
 - Computer Management
- Two system accounts are already created, Administrator and Guest (Disabled)

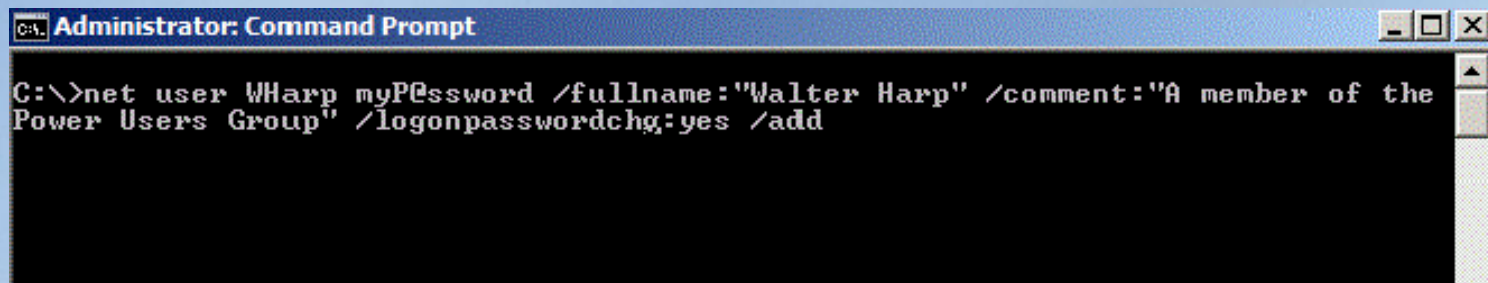


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Creating Local User Accounts

Command Line



```
C:\>net user WHarp myP@ssword /fullname:"Walter Harp" /comment:"A member of the  
Power Users Group" /logonpasswordchg:yes /add
```

- The basic syntax of the net user command is:
 - **net user <user name to create> <password> /add**
i.e., net user LAlbus LogMeIn /add

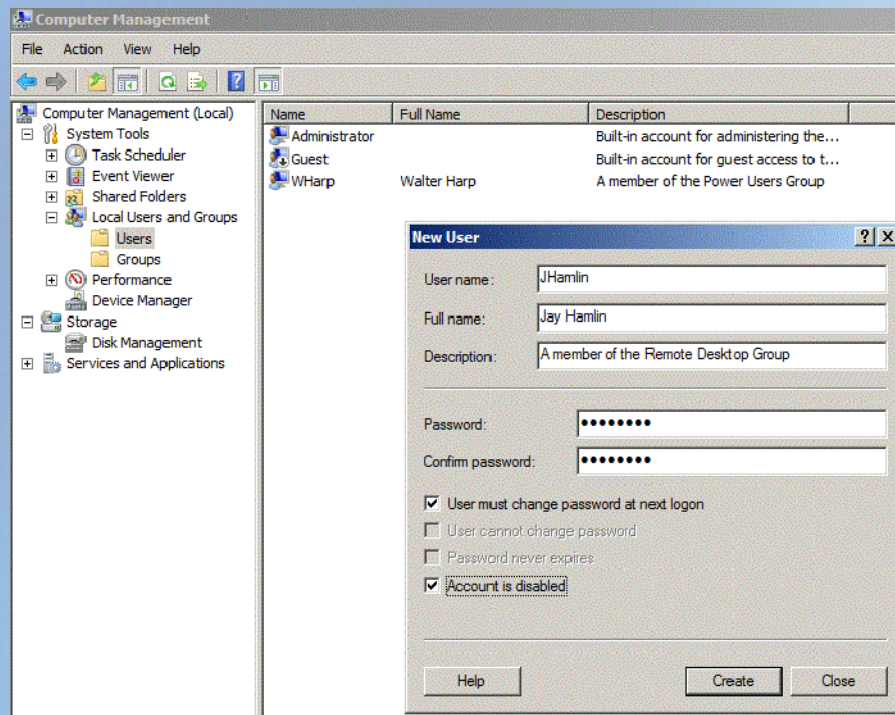
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Creating Local User Accounts

Server Manager/Computer Management

- Start → All Programs → Administrative Tools → Server Manager
- Start → All Programs → Administrative Tools → Computer Management



Creating Domain User Accounts

Can be created by:

- Command line
- PowerShell
- Server Manager
- Active Directory® Administrative Center
- Active Directory Users and Computers
- Script and import

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Creating Domain User Accounts (continued)

Command Line

```
C:\>net user WHarp myP@ssword /fullname:"Walter Harp" /comment:"A member of the Marketing Department" /logonpasswordchg:yes /domain /add_
```

- o Start → All Programs → Administrative Tools → Server Manager

Create in: corp.contoso.com/Marketing

First name: Jay Initials:

Last name: Hamlin

Full name: Jay Hamlin

User logon name: JHamiln @corp.contoso.com

User logon name (pre-Windows 2000): CORP\ JHamiln

< Back Next > Cancel

Create in: corp.contoso.com/Marketing

Password:

Confirm password:

☒ User must change password at next logon

☐ User cannot change password

☐ Password never expires

☒ Account is disabled

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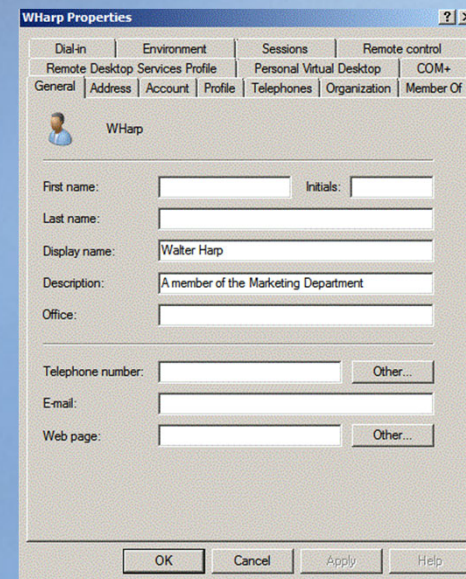
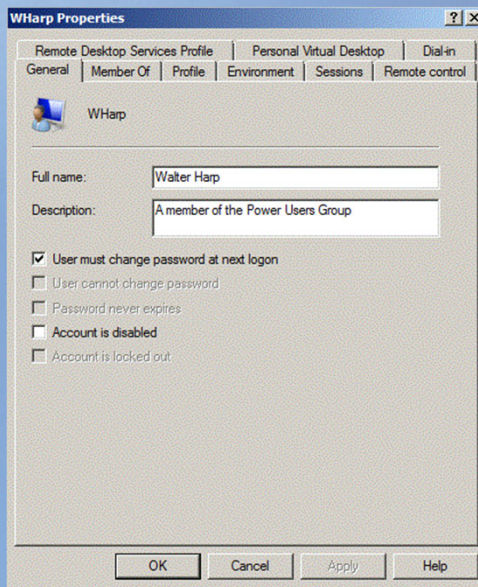
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Managing User Accounts

Server Manager/Computer Management

- o Start → All Programs → Administrative Tools → Server Manager *or*
- o Start → All Programs → Administrative Tools → Computer Management
- o Find user account and select **Properties** from the **Action Menu**



Built-in Groups

- Local groups govern only the local system
- Domain groups can govern any domain based system
- Both local systems and domains have built-in groups

Examples of Local Groups	Examples of Groups
Administrators	Domain Admins
Users	Domain Users

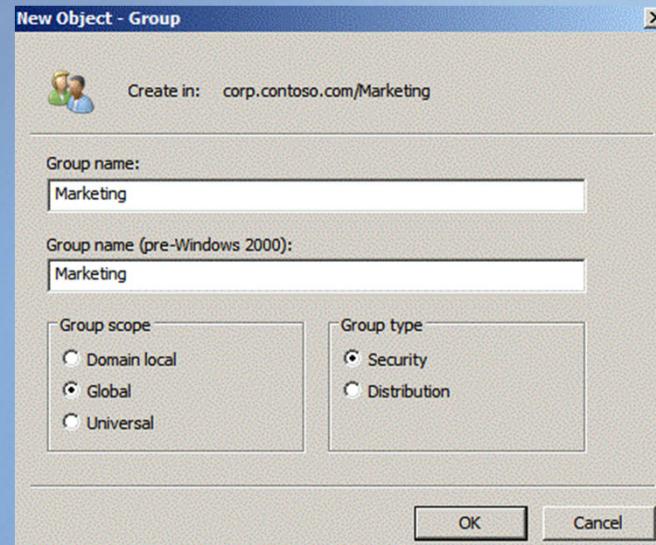
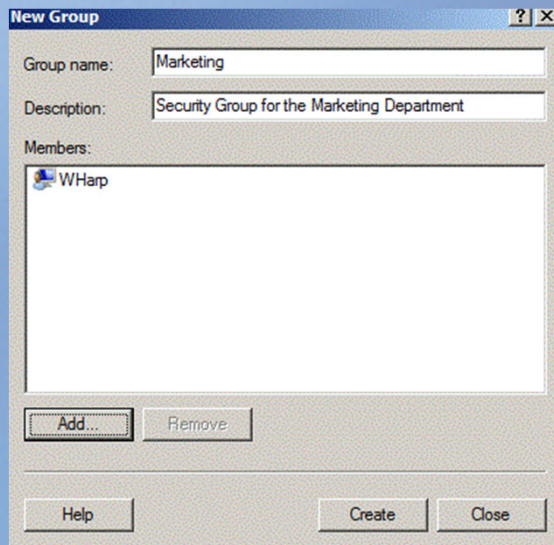
- Domain groups can be nested in other groups
- Domain groups can be:
 - Domain Local—used only in domain it was created in
 - Global—can be used in any domain within a forest
 - Universal—is replicated to all other domains within a forest

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Creating Groups

- Local—Server Manager, Computer Management
 - Start → All Programs → Administrative Tools → Server Manager
 - Start → All Programs → Administrative Tools → Computer Management
- Domain—same options apply as creating users



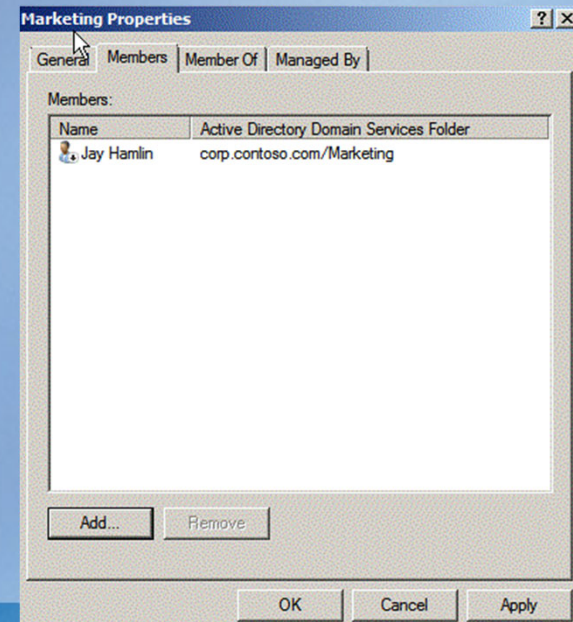
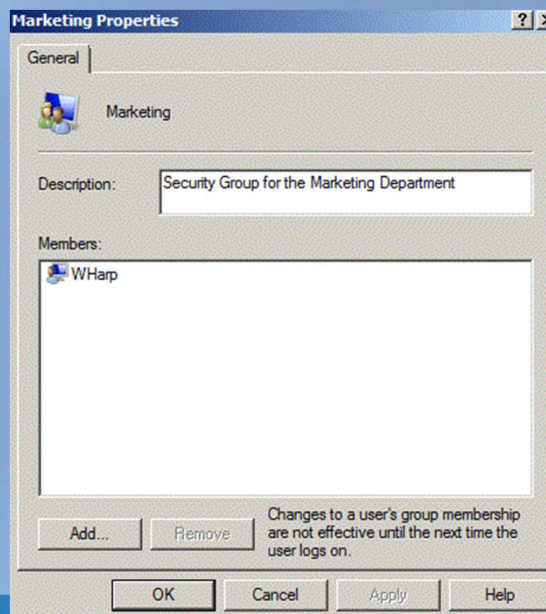
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Managing Groups

Server Manager/Computer Management

- Start → All Programs → Administrative Tools → Server Manager *or*
- Start → All Programs → Administrative Tools → Server Manager
- Find the group to be managed/select **Properties** from the **Action Menu**



Lesson Review

- What do local groups apply to?
- What do domain groups apply to?
- What is the security boundary for a domain local group?