

Active Directory Management Tool

Comprehensive AD Management



Hosting Controller Inc.



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Prepared by

Hosting Controller Enterprise Solutions Team

www.hostingcontroller.com

Suite 401, 50 Burnhamthorpe Road W.
Mississauga, ON, L5B 3C2 Canada

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1) Introduction

It's quite cumbersome to manage Active Directory, through built-in native tools. Hosting Controller provides an easy way to add users, groups and contacts to Active Directory. It provides an intuitive, web-based solution for managing Active Directory accounts and enabling various services such as Exchange and SharePoint against them. This module deals with the management of Active Directory.

2) Active Directory Module Design

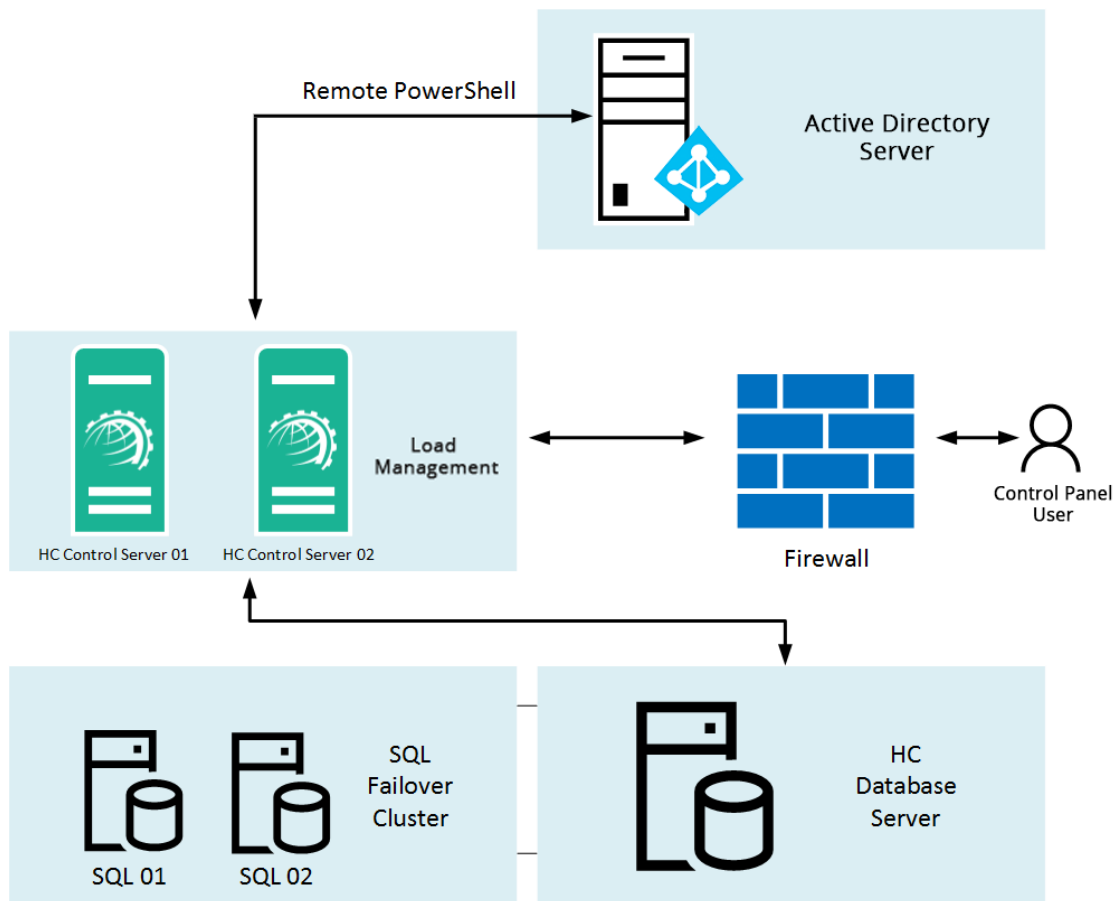


Figure 1: Active Directory Module Design

3) Active Directory Module Configurations

Before Active Directory can be managed through HC its necessary that it's globally configured in HC cluster settings.

3.1 Enabling Active Directory

To configure Active Directory Module, login as Global Admin and navigate to **Configurations >> Cluster Settings >> On-premises >> Active Directory**. There select Microsoft Active Directory as the provider.

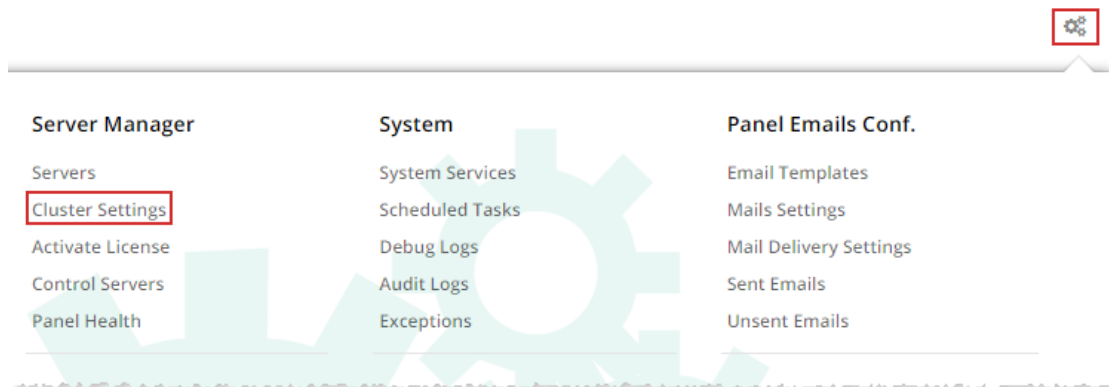


Figure 2: Enable Active Directory (Step 1)

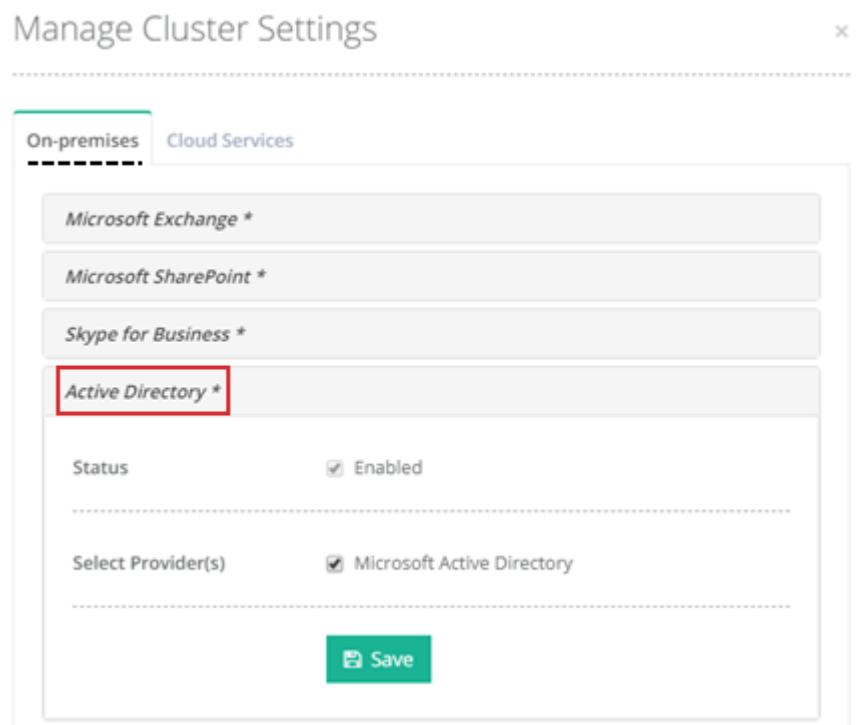


Figure 3: Enable Active Directory (Step 2)

3.2 Adding Active Directory Server

Once it's enabled in cluster settings, an Active Directory hypothetical server needs to be added in the panel.

To add an active directory server, go to **Configurations >> Servers**. There select the **On-premises Enterprise** tab and add an Active Directory server.

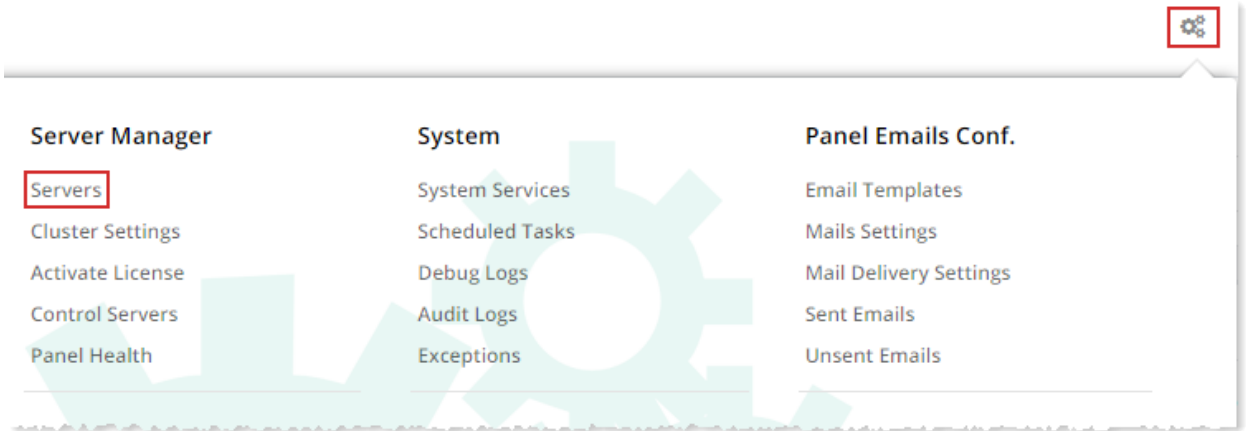


Figure 4: Adding Active Directory Server (Step 1)

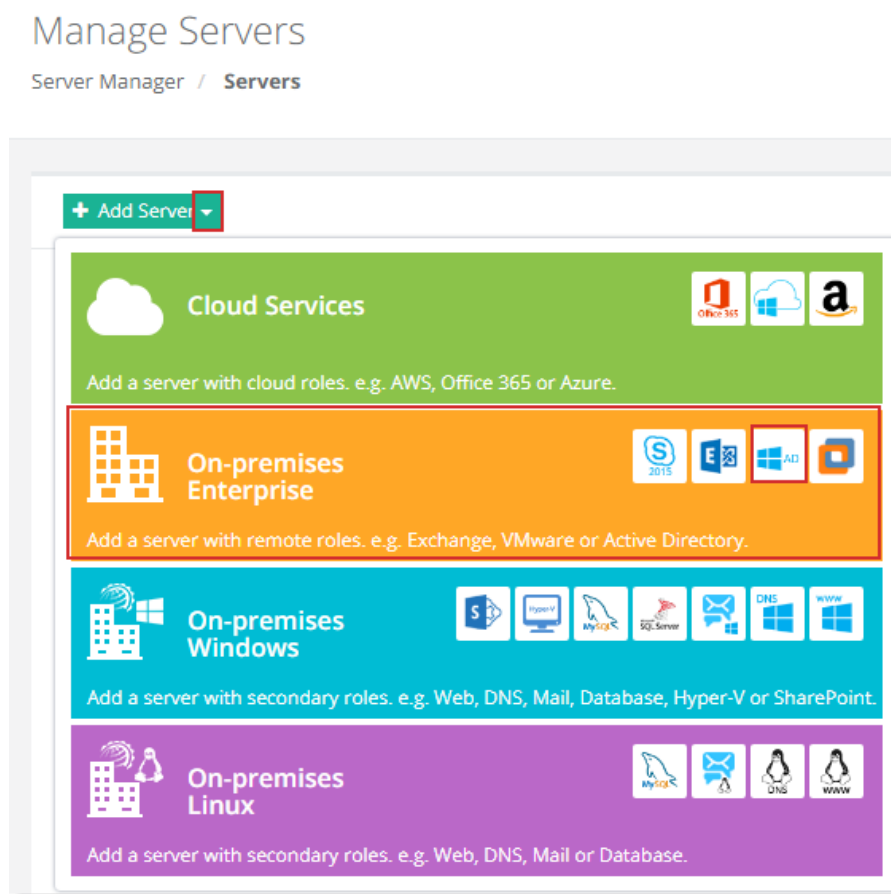


Figure 5: Adding Active Directory Server (Step 2)

Server Information

Server's Friendly Name AD Management

Server Role(s) in Cluster

Select Server Role Microsoft Exchange
 Skype for Business
 Active Directory



Figure 6: Adding Active Directory Server (Step 3)

- **Server Friendly Name:** It is a friendly name for the AD server being added.
- **Server Role:** Select the AD server role and click **Add Server & Configure** button.



This is a hypothetical server with a Friendly Name, without any physical existence. It only serves as a pointer to the actual AD server. The Control Server communicates with the actual Domain Controller directly via Remote PowerShell.

Active Directory

General Settings

Select Provider Microsoft Active Directory ▼

Domain Controller Details

Domain Controller DC01-Portal.HCCloudlab.com

Domain Admin DC\ServiceAccount

Password 🔒

👉 Check Connectivity

📁 Save
⊘ Cancel

Figure 7: Adding Active Directory Server (Step 4)

- **Select Provider:** Select Microsoft Active Directory as the provider.
- **Domain Controller:** Provide resolvable host name or IP of the AD server.
- **Domain Admin:** Provide the Domain\Administrator or an account having equivalent privileges.
- **Password:** Password for the Domain\Administrator.

Click **Check Connectivity**. Once you get connected successfully, only then you can proceed to add an Active Directory server.

Root Organizational Unit OU=Hosting,DC=HCCloudlab,DC=co Browse

Figure 8: Adding Active Directory Server (Step 5)

- **Root Organizational Unit:** The root Organizational Unit under which Tenant organizations reside.

4) Creating Active Directory Organization

Organizational Unit (OU) is like a container, where you can place users, groups and computers. You can create an OU in AD through HC. AD users exist under these OUs.

To create an Organizational Unit, navigate to **Provisioning >> Active Directory >> Create Organization**. Specify **Organization Information** as below and click **Create Organization**.


+ Create Organization					
				Showing 1 to 1 of 1	Show 20 Records
Organization Name	Owner	Provider	Server Name	Actions	
POC ADMGMT	POC-ADMGMT	 AD	AD Management	Dashboard	Delete Service

Figure 9: Creating Active Directory Organization (Step 1)

Create Organization ×

Organization Information

Owner Create Organization for myself

POC-ADMGMT

Select Provider Microsoft Active Directory ▼

Select Organization -- Create New Organization -- ▼

Organization Name try OU

Organization Suffix trial.com

Create Organization
Cancel

Figure 10: Creating Active Directory Organization (Step 2)

- **Owner:** It is the panel user for which the organization is being created.
- **Select Provider:** Select Microsoft Active Directory as the provider.
- **Select Active Directory Server:** Select the Active Directory server added in HC.
- **Select Organization:** This is an optional field and is required to be selected if and only if an OU related to other services like Exchange, SharePoint etc. already exists under HC panel user.
- **Organization Name:** If a new OU is to be created, specify the OU name here.
- **Organization Suffix:** Specify the UPN Suffix for the organization.



You can provide multiple comma separated organization suffixes as well as a single suffix.

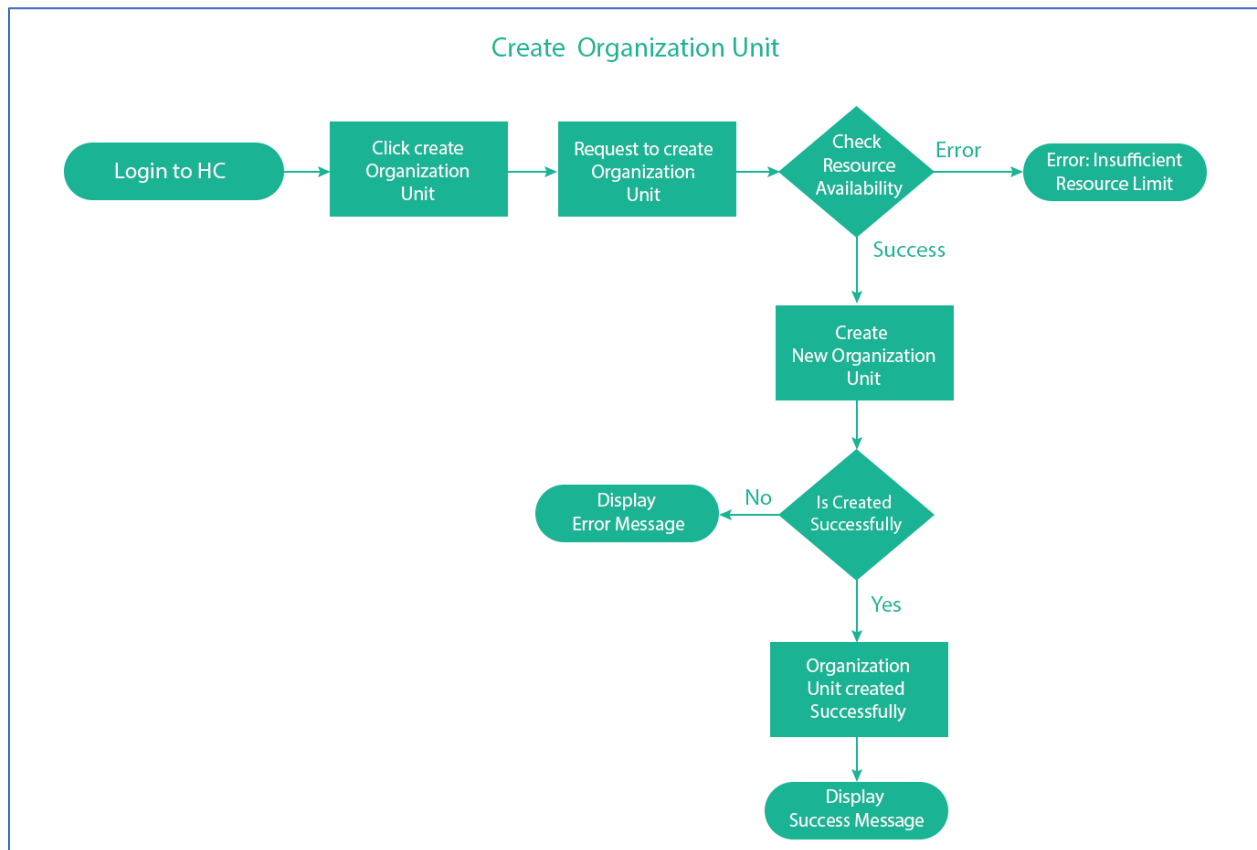


Figure 11: Flow Diagram - Create Organization Unit

5) Creating Active Directory User

An AD user is a domain object, which comprises of information that defines domain user. This information includes user name, password, and groups of which the user is a member. These users are stored in an AD.

To create a user, navigate to **Provisioning >> Active Directory >> Dashboard >> Create New >> User**. Specify **User Information** as below and click **Create AD User**.

Organization Dashboard

Provisioning / Active Directory Organizations / Dashboard

POC ADMGMT Refresh

Organization DN	Total Users	Total Groups	Total Contacts
OU=POC ADMGMT,OU=Hosting,DC=HCCloudlab,DC=com	0	0	0

Create New Actions

- User
- Group
- Contact
- Sub OU
- Domain Suffix

AD Objects

Name	Type	Description	Actions
POC-DL1	Security		Actions
POC Contact1	Contact		Actions
poc1	User		Actions

Figure 12: Creating Active Directory User (Step 1)

Create AD User ✕

Username

Password

Strong

Confirm Password

User must change password at next logon.

Name

Display Name

Office Location

Address

Job

Managed By

Contact

Web Page

Notes

Figure 13: Creating Active Directory User (Step 2)

- **Username:** This is the username of the AD user.
- **Password:** Specify the password for the AD user.
- **Confirm Password:** Confirm the password.
- **Control Account Expiry:** Control account expiry of AD user. If checked user must change password at next logon.
- **(👤) User Profile:** These are the general settings for the AD user.

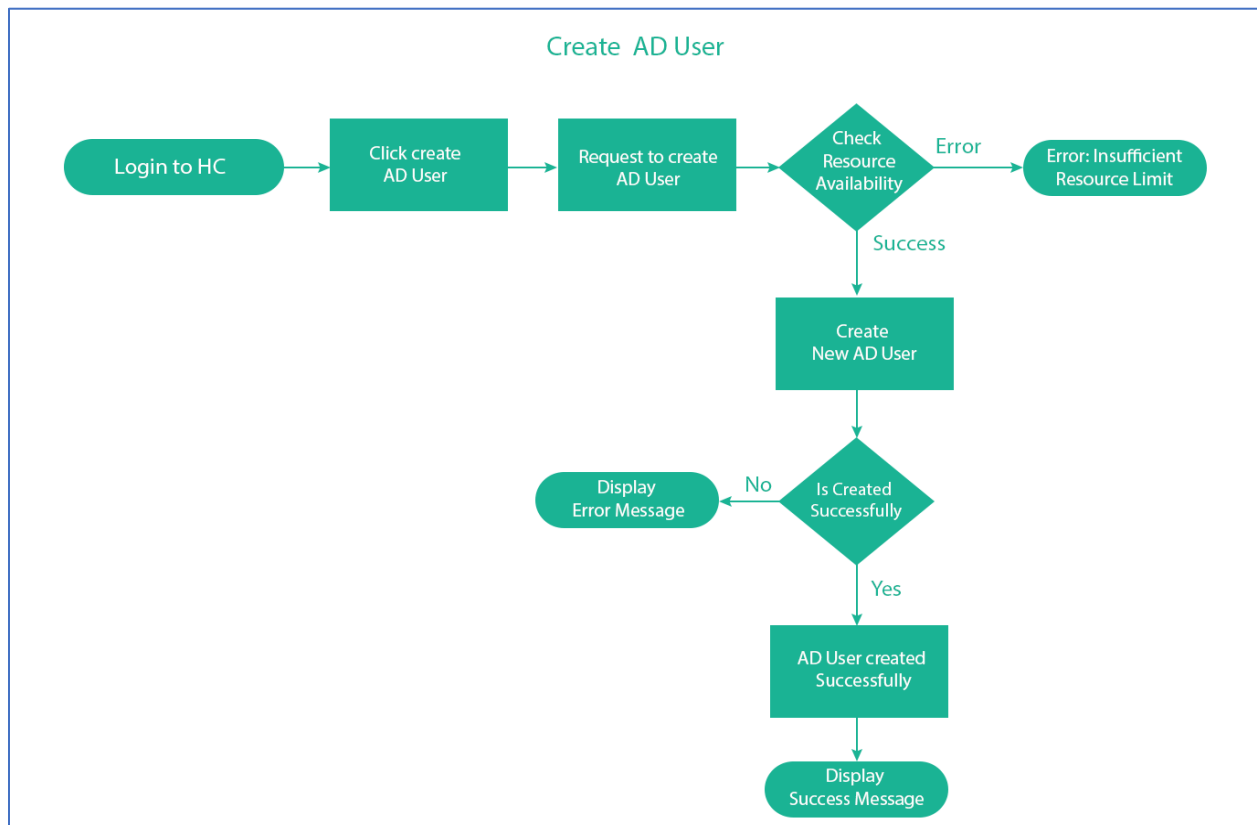


Figure 14: Flow Diagram - Create AD User

5.1 Active Directory User Actions

Following actions can be performed on an Active Directory user.

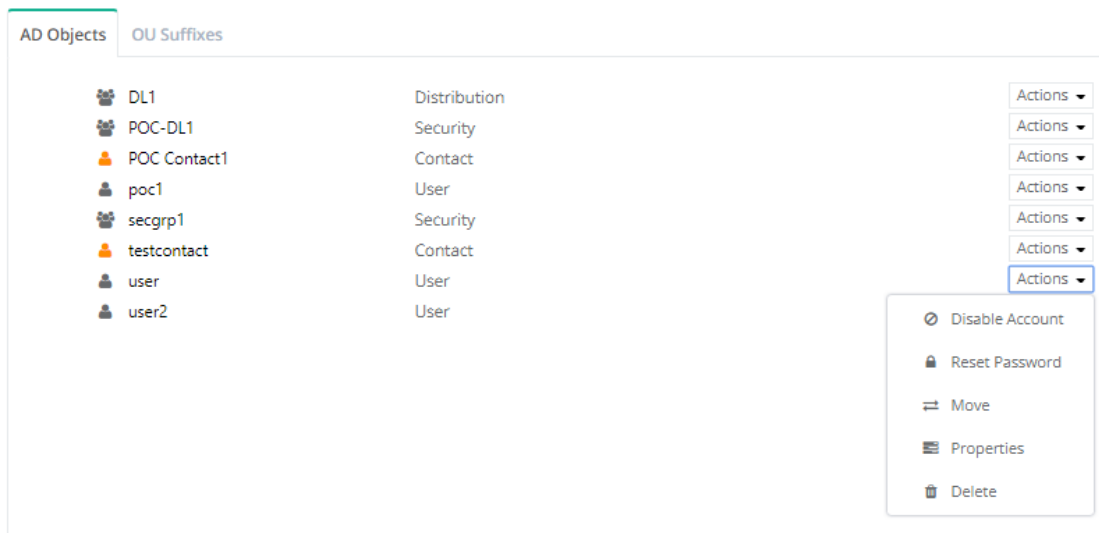


Figure 15: Active Directory User Actions

5.1.1 Disable Account

It disables user's account after confirmation.

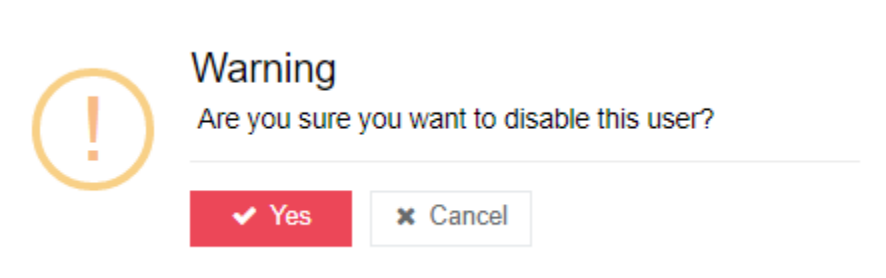


Figure 16: Disable user account

5.1.2 Reset Password

It resets user's password.

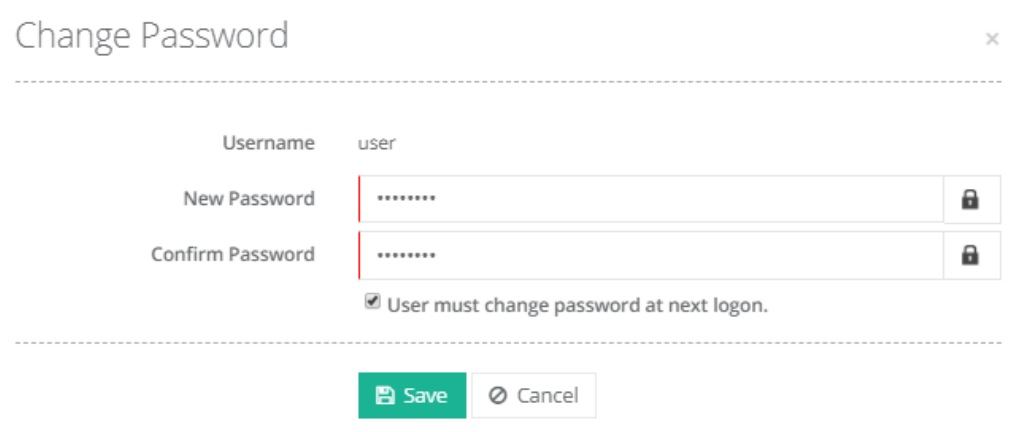
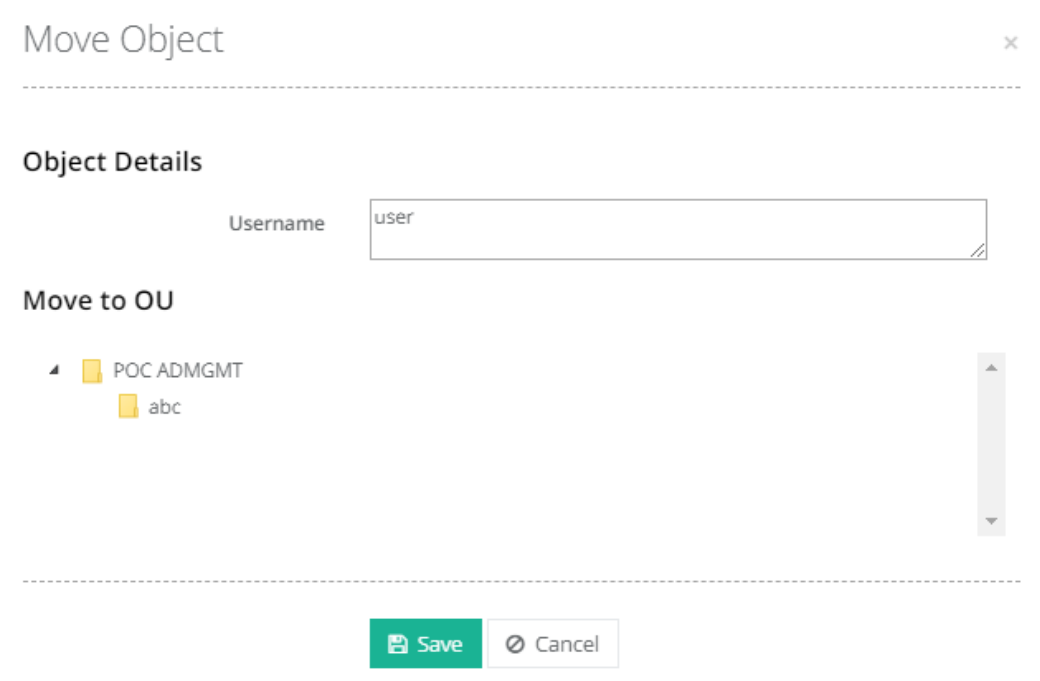


Figure 17: Reset user password

5.1.3 Move

It moves user to the selected OU.



The screenshot shows a dialog box titled "Move Object" with a close button (x) in the top right corner. The dialog is divided into two main sections by a dashed line. The first section, "Object Details", contains a "Username" label and a text input field containing the text "user". The second section, "Move to OU", contains a tree view with a yellow folder icon and the text "POC ADMGMT" next to it, and a sub-item with a yellow folder icon and the text "abc". A vertical scrollbar is visible on the right side of the tree view. At the bottom of the dialog, there are two buttons: a green "Save" button with a floppy disk icon and a white "Cancel" button with a circular arrow icon.

Figure 18: Move user

5.1.4 View Properties

It displays AD attributes for the user.

AD Object Properties ✕

General Profile | Account | Member Of | Object

Name	<input type="text" value="Example"/>	<input type="text" value="User"/>
Display Name	<input type="text" value="Display Name"/>	<input type="text" value="Initials"/>
Office Location	<input type="text"/>	
Address	<input type="text"/>	
	<input type="text" value="City"/>	<input type="text" value="Zip Code"/>
	<input type="text" value="United States"/>	
	<input type="text" value="Alabama"/>	
	<input type="button" value="Other"/>	
Job	<input type="text" value="Job Title"/>	
	<input type="text" value="Company"/>	
	<input type="text" value="Department"/>	
Managed By	<input type="text"/>	
	<input type="button" value="+ Add Manager"/>	
Contact	<input type="text" value="Business Phone"/>	
	<input type="text" value="Fax"/>	
	<input type="text" value="Home Phone"/>	
	<input type="text" value="Mobile Phone"/>	
Web Page	<input type="text" value="http://"/>	
Notes	<input type="text"/>	

Figure 19: View AD Object properties

5.1.5 Delete

It removes AD object.

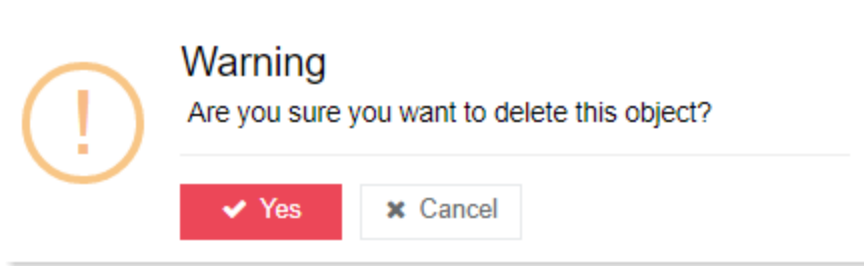


Figure 20: Delete AD Object

6) Creating Active Directory Groups

An Active Directory group is a collection of Active Directory objects. A group can include users, computers, other groups and other AD objects.

To create a group, navigate to create a user, navigate to **Provisioning >> Active Directory >> Dashboard >> Create New >> Group**. Specify **Group Information** as below and click **Create AD Group**.

The screenshot shows the "Organization Dashboard" for "POC ADMGMT". The breadcrumb trail is "Provisioning / Active Directory Organizations / Dashboard". A table displays statistics for the organization:

Organization DN	Total Users	Total Groups	Total Contacts
OU=POC ADMGMT,OU=Hosting,DC=HCCloudlab,DC=com	0	0	0

Below the table, there is a "Create New" dropdown menu with "Group" selected. The "AD Objects" section shows a list of objects:

Name	Type	Description	Actions
POC-DL1	Security		Actions
POC Contact1	Contact		Actions
poc1	User		Actions

Figure 21: Creating Active Directory Group (Step 1)

Create AD Group

Group Type Distribution Security

Group Name

Select Group Administrator

Select Group Members

Figure 22: Creating Active Directory Groups (Step 2)

- **Group Type:** HC supports two types of AD groups; Security and Distribution.
 - **Distribution:** Distribution groups are merely email distribution lists.
 - **Security:** Security groups provide its members certain rights and privileges. The rights assigned to a security group, determine what members of that group can do.
- **Group Name:** This is the name of the AD group.
- **Select Group Administrator:** Select the administrator of the AD group. Administrators can only be AD users.
- **Select Group Members:** Select the members of the AD group. Members can be AD users, AD contacts and AD groups.

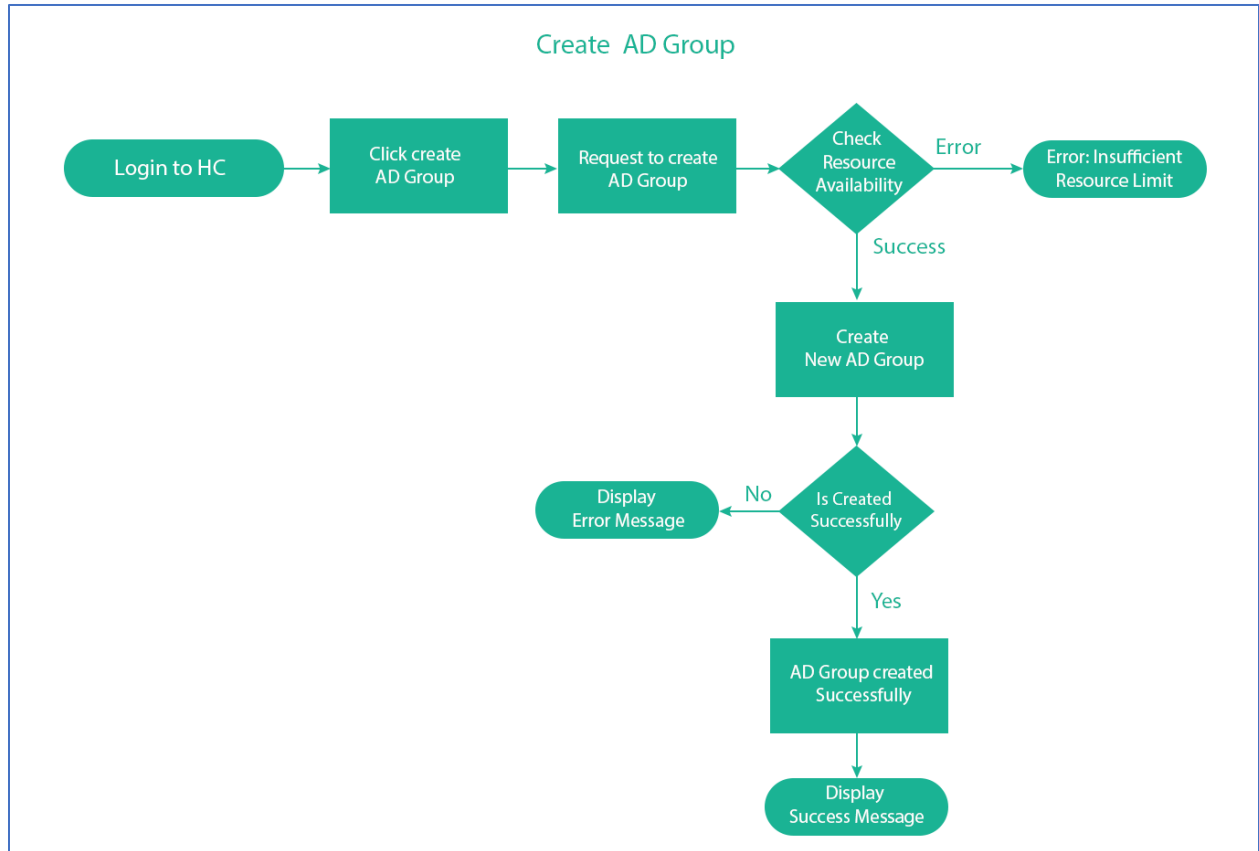


Figure 23: Flow Diagram - Create AD Group

6.1 Active Directory Group Actions

Following actions can be performed on an Active Directory group.

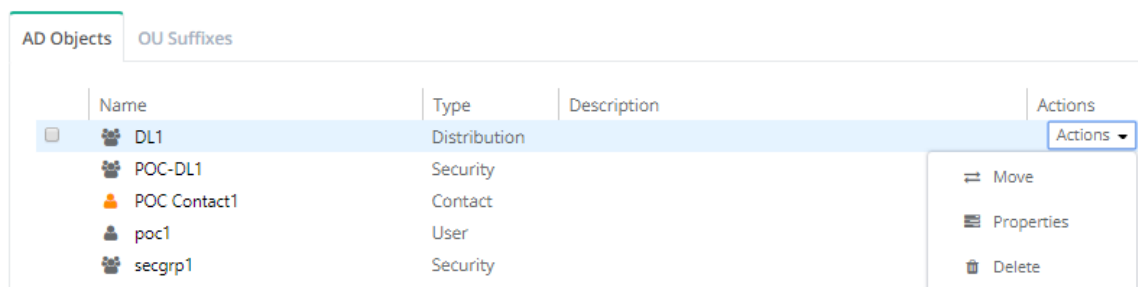


Figure 24: AD Group Actions

6.1.1 Move

It moves AD group to the selected OU.

Move Object

Object Details

Group Name: DL1

Move to OU

- POC ADMGMT
 - abc

Save Cancel

Figure 25: Move AD Group

6.1.2 Properties

It displays AD attributes for the group.

AD Object Properties

Member Of Administrator Members Object

Group Name: DL1

Member Of: + Select Groups

secgrp1(CN=secgrp1,OU=POC ADMGMT,OU=Hosting,DC=HCclou)

Save Cancel

Figure 26: AD Group Properties

6.1.3 Delete

It deletes AD group.

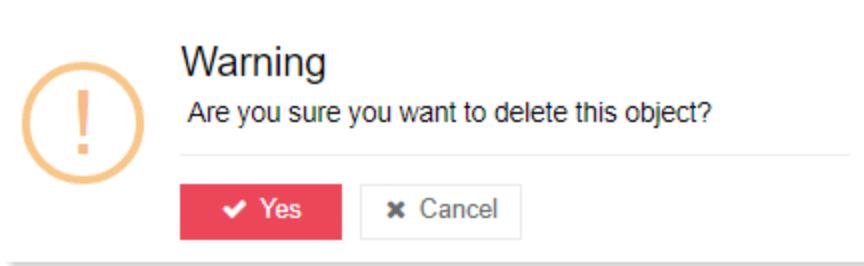


Figure 27: Delete AD Group

7) Creating Active Directory Contacts

AD contacts are typically used to represent external users for the purpose of email. They cannot be used to log on to the network.

To create a contact, navigate to **Provisioning >> Active Directory >> Dashboard >> Create New >> Contact**. Specify **Contact Information** as below and click **Create AD Contact**.

Organization Dashboard
Provisioning / Active Directory Organizations / Dashboard

POC ADMGMT Refresh

Organization DN	Total Users	Total Groups	Total Contacts
OU=POC ADMGMT,OU=Hosting,DC=HCcloudlab,DC=com	0	0	0

Create New Actions

- User
- Group
- Contact**
- Sub OU
- Domain Suffix


AD Objects

Name	Type	Description	Actions
POC-DL1	Security		Actions
POC Contact1	Contact		Actions
poc1	User		Actions

Figure 28: Creating Active Directory Contact (Step 1)

Create AD Contact ×

Contact Name

 **Name**

Display Name

Office Location

Address

▾

▾ Other

Job

Managed By + Add Manager

Contact

Web Page

Notes

Create AD Contact Cancel

Figure 29: Creating Active Directory Contacts (Step 2)

- **Contact Name:** This is the name of the AD contact.
- **Contact Profile:** These are the general settings for the AD contact.

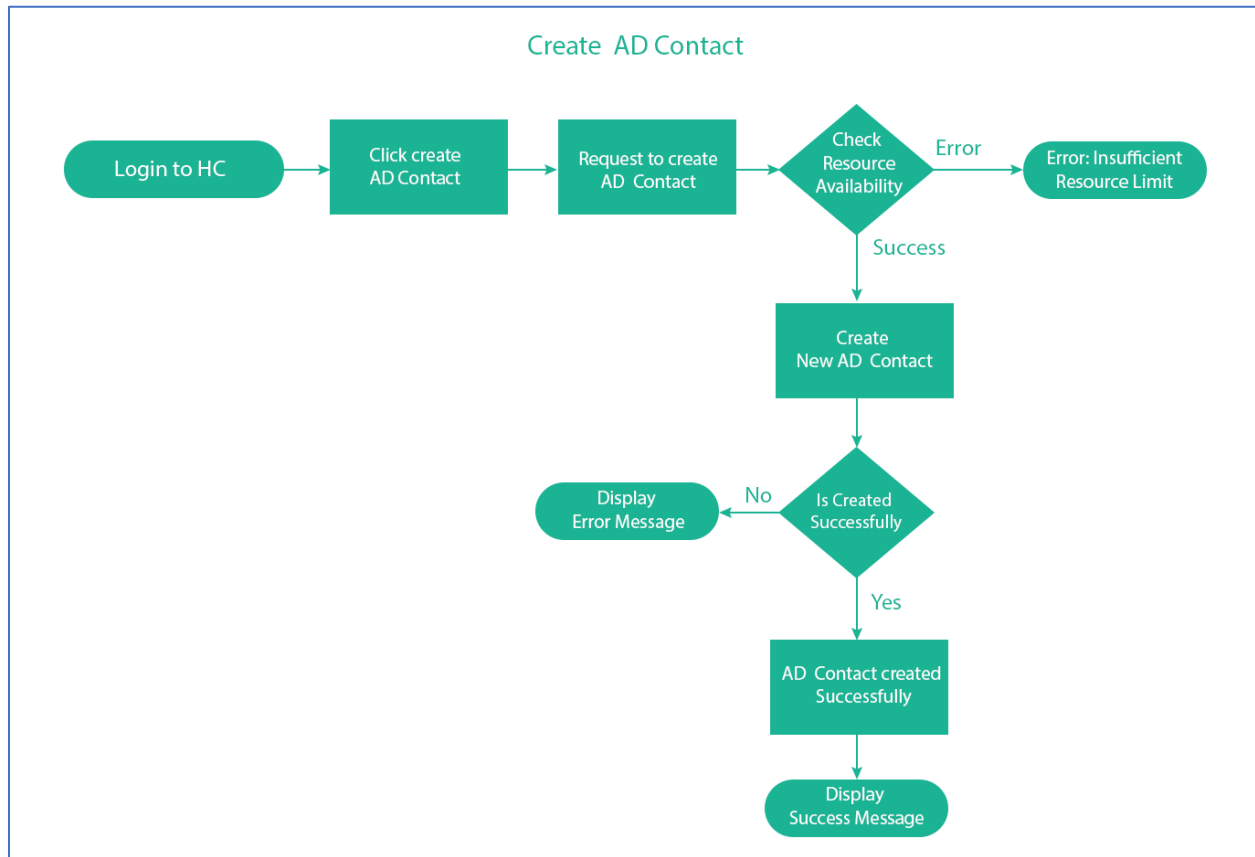


Figure 30: Flow Diagram - Create AD Contact

7.1 Active Directory Contact Actions

Following actions can be performed on an Active Directory contact.

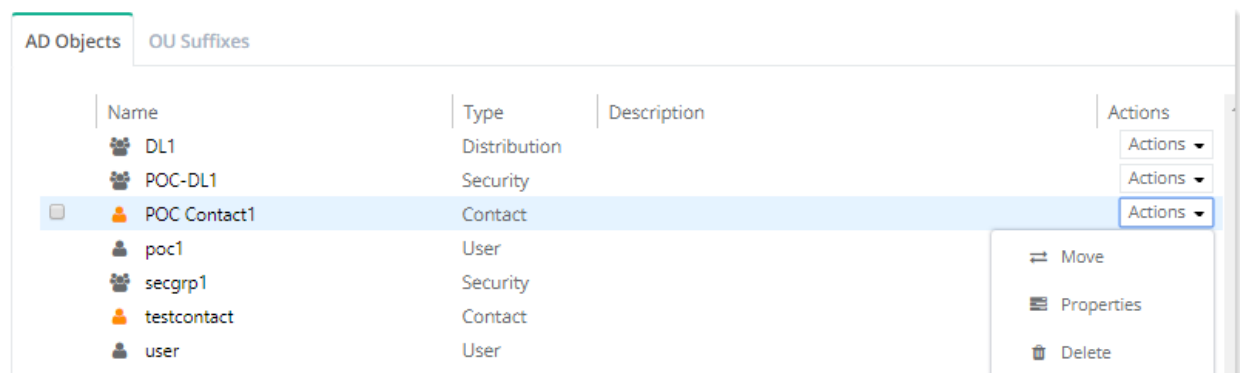


Figure 31: Active Directory Contact Actions

7.1.1 Move

It moves AD contact to the selected OU.

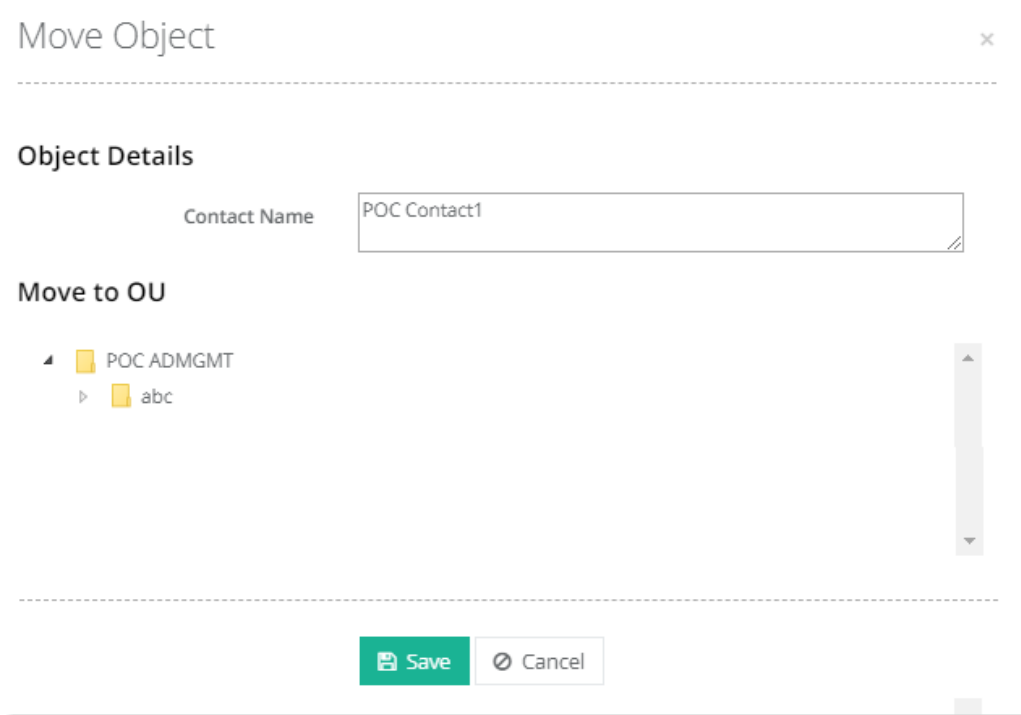


Figure 32: Move AD Contact

7.1.2 Properties

It displays AD attributes for the contact.

AD Object Properties ×

General Profile Member Of Object

Name	<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>
Display Name	<input type="text" value="Display Name"/>	<input type="text" value="Initials"/>
Office Location	<input type="text"/>	
Address	<input type="text"/>	
	<input type="text" value="City"/>	<input type="text" value="Zip Code"/>
	<input type="text" value="United States"/>	
	<input type="text" value="Alabama"/>	
	<input type="button" value="Other"/>	
Job	<input type="text" value="Job Title"/>	
	<input type="text" value="Company"/>	
	<input type="text" value="Department"/>	
Managed By	<input type="text"/>	
	<input type="button" value="+ Add Manager"/>	
Contact	<input type="text" value="Business Phone"/>	
	<input type="text" value="Fax"/>	
	<input type="text" value="Home Phone"/>	
	<input type="text" value="Mobile Phone"/>	
Web Page	<input type="text" value="http://"/>	
Notes	<input type="text"/>	

Figure 33: Properties of AD Contact

7.1.3 Delete

It deletes AD Contact.

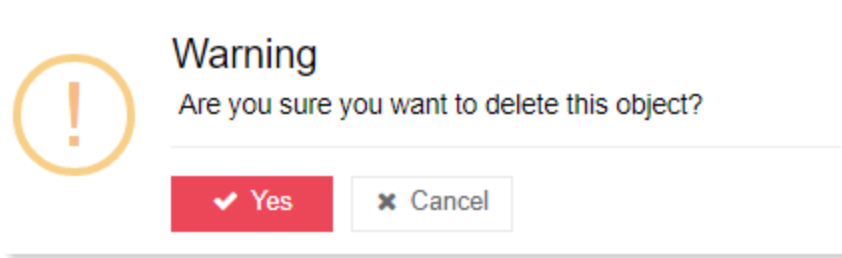


Figure 34: Delete AD Contact

8) Creating Sub OUs

A parent OU can contain child OUs. These nested OUs are known as Sub OUs. The contained OU is called a Sub OU and the container is called the parent.

To create a sub OU, navigate to **Provisioning >> Active Directory >> Dashboard >> Create New >> Sub OU**. Specify **sub OU Information** as below and click **Create Organizational Unit**.

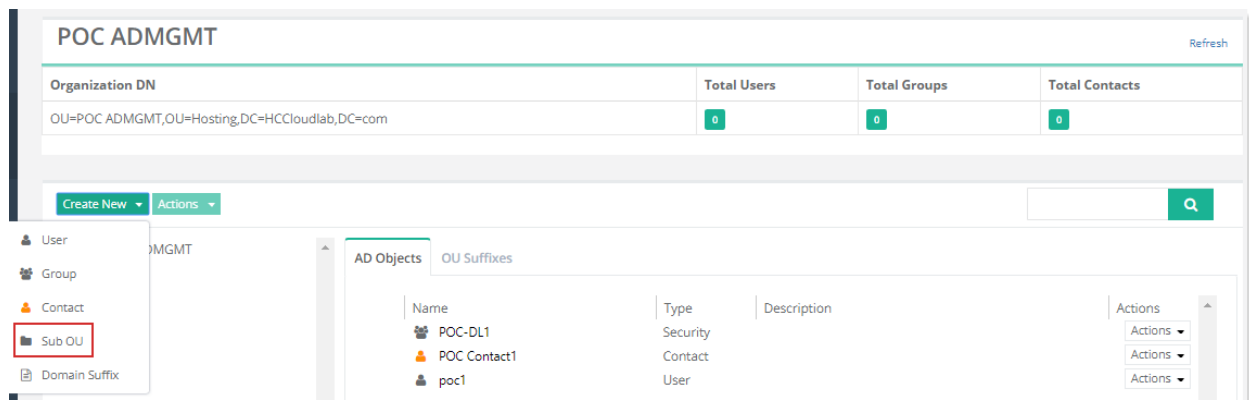


Figure 35: Creating Sub OUs (Step 1)

Create Organizational Unit

Organization Information

Organization Name: POC ADMGMT

OU Name:

Figure 36: Creating Sub OU (Step 2)

- **Organization Name:** This is the parent OU.
- **OU Name:** This is the child OU about to be created under the parent OU.

9) Creating Domain Suffixes

A domain suffix is the UPN suffix for the domain. You can create multiple comma separated domain suffixes for a domain or a single suffix.

To create a domain suffix, navigate to **Provisioning >> Active Directory >> Dashboard >> Create New >> Domain Suffix**. Specify required information and click **Create Domain Suffix**.

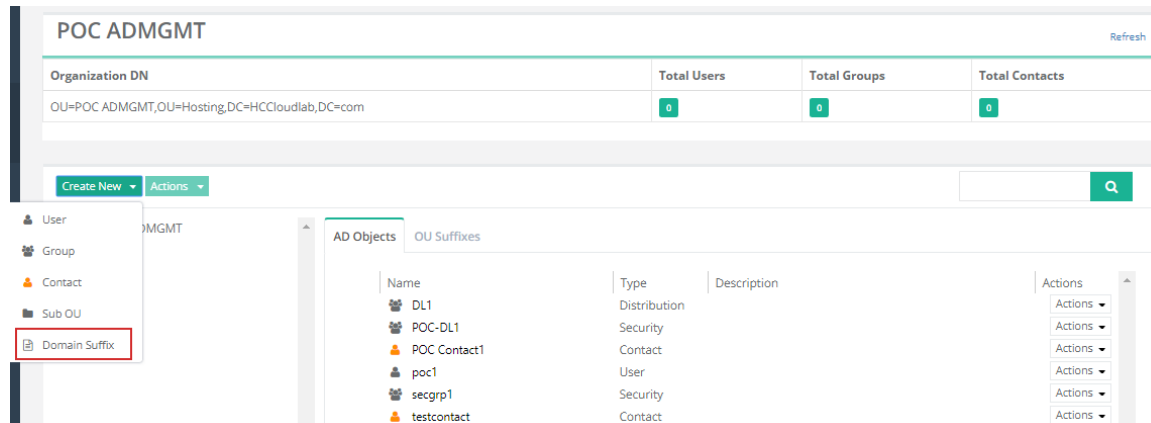


Figure 37: Create Domain Suffix

9.1 Domain Suffix Action

9.1.1 Delete Organization Suffix

It deletes the organization suffix

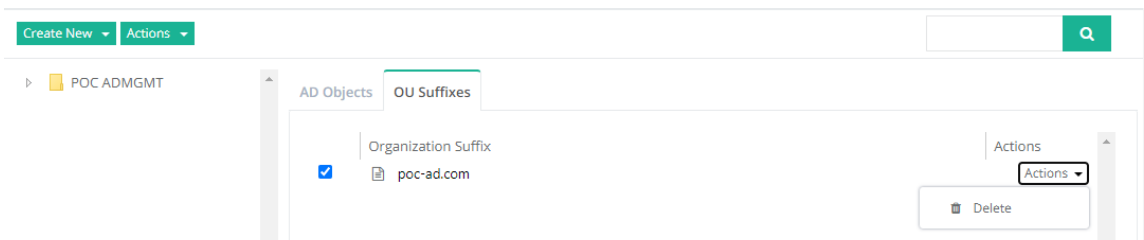


Figure 38: Delete Organization Suffix

10) Detailed Feature List

HC Active Directory Management Tool offers the following features:

- Creation and Deletion of Organizational Units (OU)
- Creation and Deletion of AD Users
- Change AD User Passwords
- Control Account Expiry of AD Users

- Modify User General Settings
- Modify User UPN Suffix
- Creation and Deletion of AD Groups
- Addition of List Administrators for Groups
- Addition of Group Members
- Creation and Deletion of AD Contacts
- Modify Contact General Settings
- Creation and Deletion of Sub OUs
- Creation of Users, Groups, Contacts Under Sub OUs
- Move User/Group/Contact between Sub OUs
- Object Detail information

11) Contact Us

In case of any ambiguity/query, please feel free to contact the Hosting Controller team.