

AZ-104 Azure Identity - Creating and Managing Users

[Creating Azure Users](#)

[Manage Azure Users](#)

[Azure AD to Entra ID](#)

- Describing Users
- Type of Users
- Creating a User
- Managing User Properties
- Bulk Adding Users
- Inviting Guests

Entra ID

Describing Members

- Administrative users: Global admins, Billing Administrators, User Administrators.
- Members: Employees such as a support engineer to manage virtual machines, organization data engineering team with access to specific services.
- Guest users: Users invited from a different Microsoft Entra ID Tenant, etc.

“ All users are part of Azure AD Tenant and are all just identity objects with certain properties, each member will have a set of default permissions and all these

members are all identity objects with JSON properties we can modify these properties such as job title, given name or user's location.

- Administrators: users with administrator role assigned
- Members: Regular user that are native to Azure AD
- Guest: External users that are invited to the Azure AD Tenant

Creating a user in Entra ID

Different methods of creating users

- Azure Portal: Navigate to Azure Entra ID select Users, new user
- Azure CLI: `az ad user create`
- Powershell: `New-AzureADUser`

Exercise:

1. Create/add a User - create a member account inside of Entra ID
2. Update user properties - Update the properties to show this user is part of the HR department
3. Bulk add users - Using a csv file, bulk add users to Azure AD
4. Invite a Guest account - Invite an External guest to Azure AD

Navigate to Entra ID and select users, add, create new user

Microsoft Azure

Search resources, services, and docs (G+)

Home >

Default Directory Overview

Microsoft Entra ID

+ Add Manage tenants What's new Preview features Got feedback?

- Overview
- Preview features
- Diagnose and solve problems
- Manage
 - Users**
 - Groups
 - External Identities
 - Roles and administrators
 - Administrative units
 - Delegated admin partners
 - Enterprise applications
 - Devices
 - App registrations
 - Identity Governance
 - Application proxy
 - Custom security attributes
 - Licenses
 - Cross-tenant synchronization

User > Create new user Invite external user

Group

Enterprise application

App registration

Basic information

Name	Default Directory	Users	1
Tenant ID	bd5269da-06cb-4962-bbc1-d3d58a129ec9	Groups	0
Primary domain	csrgzzoutlook.onmicrosoft.com	Applications	0
License	Microsoft Entra ID Free	Devices	0

Alerts

Microsoft Entra Connect v1 Retirement

All version 1.x builds of Microsoft Entra Connect (formerly AAD Connect) will soon stop working between October 2023 – March 2024. You must move to Cloud Sync or Microsoft Entra Connect v2.x.

[Learn more](#)

Azure AD is now Microsoft Entra ID

Microsoft Entra ID is the new name for Azure Active Directory. No action is required from you.

[Learn more](#)

Navigate to Properties to fill out personal user information such as first, last name, etc, here you can specify if its a member or a Guest.

Create new user

Create a new internal user in your organization

- Basics
- Properties**
- Assignments
- Review + create

Identity

First name

Last name

User type

Authorization info

- Member
- Guest**



Job Information

Job title

Company name

Department

Employee ID

Employee type

Employee hire date

Office location

Manager [+ Add manager](#)

Contact Information

Street address

City

State or province

After creating our user we can go back to list all user and select our new user, here we can edit properties, manage assigned roles, admin units, groups etc.

HTF Admin

User

Search

- Edit properties
- Delete
- Refresh
- Reset password
- Revoke sessions
- Manage view
- Got feedback?

- Overview
- Audit logs
- Sign-in logs
- Diagnose and solve problems
- Manage**
- Assigned roles
- Administrative units
- Groups
- Applications
- Licenses
- Devices
- Azure role assignments
- Authentication methods
- Troubleshooting + Support
- New support request

Overview

Basic info



HTF Admin
htfadmin@csrgzzoutlook.onmicrosoft.com
Member

User principal name	htfadmin@csrgzzoutlook.onmicrosoft.com	Group memberships	0
Object ID	4dcca396-6676-46d6-8e84-739402a48495	Applications	0
Created date time	Feb 14, 2024, 7:32 PM	Assigned roles	0
User type	Member	Assigned licenses	0
Identities	csrgzzoutlook.onmicrosoft.com		

My Feed

Account status
Enabled
[Edit](#)

B2B invitation
[Convert to external user](#)

Quick actions

Inviting a Guest Account

Users

Default Directory - Microsoft Entra ID

Search

+ New user Download users Bulk operations Refresh Manage view Delete Per-user MFA Got fe

All users

Audit logs

Sign-in logs

Diagnose and solve problems

Manage

Deleted users

Password reset

User settings

Bulk operation results

Troubleshooting + Support

New support request

Create new user
Create a new internal user in your organization

Invite external user
Invite an external user to collaborate with your organization

	User principal name	User type	On-premises sy...	Identities	Co
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>



Invite external user ...

Invite an external user to collaborate with your organization

- Basics**
- Properties
- Assignments
- Review + invite

Invite a new guest user to collaborate with your organization. The user will be emailed an invitation they can accept in order

Identity

Email *

Display name

Invitation message

Send invite message

Message

Cc recipient

An Invitation will be sent to access your Organization

Type of users - Administrators Members and Guest Accounts.

Role Assignment - Determines permissions and access.

Revision #4

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