SFO – Storage For Organization

Serviclevel: basic
Guide for Organization Administrators
V1.0

Preparation

- You will need a PC with a current Windows operating system.
- Create a new local account on this PC for administering the SFO service.
- Log in with this new account on the PC.

Management of Users and Roles

Installation of Management Tools

To activate the tool **Active Directory Users and Computers** via **PowerShell** on a Windows system, you must install the **RSAT: Active Directory Domain Services and Lightweight Directory Tools**. Here is a step-by-step guide:

1. Open **PowerShell** as an administrator
   - Right-click on the **Start-Button**.
   - Select **Windows PowerShell (Admin)** in Windows 10
   - Select **Terminal (Administrator)** in Windows 11

2. Install the RSAT tool (For Windows 10 and Windows 11):

   ```
   Add-WindowsCapability -Online -Name Rsat.ActiveDirectory.DS-LDS.Tools~~~~0.0.1.0
   ```

3. Confirm the installation:

   Start the tool **Active Directory Users and Computers** with the following command (replace <Accountname> with your AD admin account):

   ```
   runas.exe /netonly /user:Accountname@uni-stuttgart.de "mmc.exe dsa.msc /domain=uni-stuttgart.de"
   ```

Troubleshooting Tips

If you have problems with the installation:

- Check your internet connection as the tool needs to be downloaded from Windows Update.
- Make sure your (local) user account has local administrator rights on your computer.
- If the command does not work, make sure your system is up to date with the latest Windows updates.

Management of Role Groups

Individuals (accounts) are assigned to the appropriate role groups. A role group provides access to various folders. Role groups are named according to the following scheme: <Org>-*R*-<Role>. The role groups are located in the OU <Org-OU>/roles.

1. Open *PowerShell* as an administrator
   - Right-click on the *Start-Button*.
   - Select *Windows PowerShell (Admin)* in Windows 10
   - Select *Terminal (Administrator)* in Windows 11
2. Start the tool Active Directory Users and Computers with the following command (replace <Accountname> with your AD admin account):

   ```
   runas.exe /netonly /user:Accountname@uni-stuttgart.de "mmc.exe dsa.msc /domain=uni-stuttgart.de"
   ```

3. A window with a tree structure appears on the left side.
4. Navigate (expand) the tree to your organizational unit (<Org-OU>).
5. Click on *roles* in your Org-OU.
6. Double-click on a role group.
7. Select the *Members* tab.
8. Click on *Add...*
9. Enter the desired account name.
10. Click *OK*.
11. Click *OK*.

To remove an account from a role group, follow the above steps 1-7, then select an account and click *Remove*.

Managing Files

Create a network drive using your Admin account (AD account). See instructions for "Connecting a Network Drive."