

## CHAPTER 11: Basic User Administration

### Introduction:

Bayanihan Linux is a multi-user operating system. Thus, the administrator can create as many user accounts as he/she wants and apply restrictions for every user.

### In this chapter, you will learn how to:

- Create user accounts
- Set account restrictions

### Situation:

The Bayanihan Linux school provides students with accounts to access the computers in the laboratory. These accounts are disabled at the end of the quarter and are activated again when the students register at the start of the next quarter.

As the MIS administrator, one of your tasks is to provide accounts for every enrolled student. The student's username is based on the his/her ID number.

For today, several students have requested for accounts. They have provided you with their names, ID numbers and passwords.

| Student ID | Student Name    | Password |
|------------|-----------------|----------|
| BL20040001 | Eder Tan        | E1d321   |
| BL20040012 | KD Tan          | 98uG31   |
| BL20040014 | Michael Poblete | Sd72a1   |

Their quarter will end on August 2004.

### Task:

Create accounts for these three students

### Solution:

1. As the administrator, you have access to the root account. Root is the superuser that can do anything and everything on Linux. Login as root.
2. Select *Start Applications->System Settings->Users and Groups*.



3. Click the "Add User" button.

The screenshot shows a 'Create New User' dialog box with the following fields and options:

- User Name: [Empty text box]
- Full Name: [Empty text box]
- Password: [Empty text box]
- Confirm Password: [Empty text box]
- Login Shell: [Dropdown menu showing /bin/bash]
- Create home directory
  - Home Directory: [Text box containing /home/]
- Create a private group for the user
- Specify user ID manually
- UID: [Spin box showing 500]
- Buttons: [Cancel] and [OK]

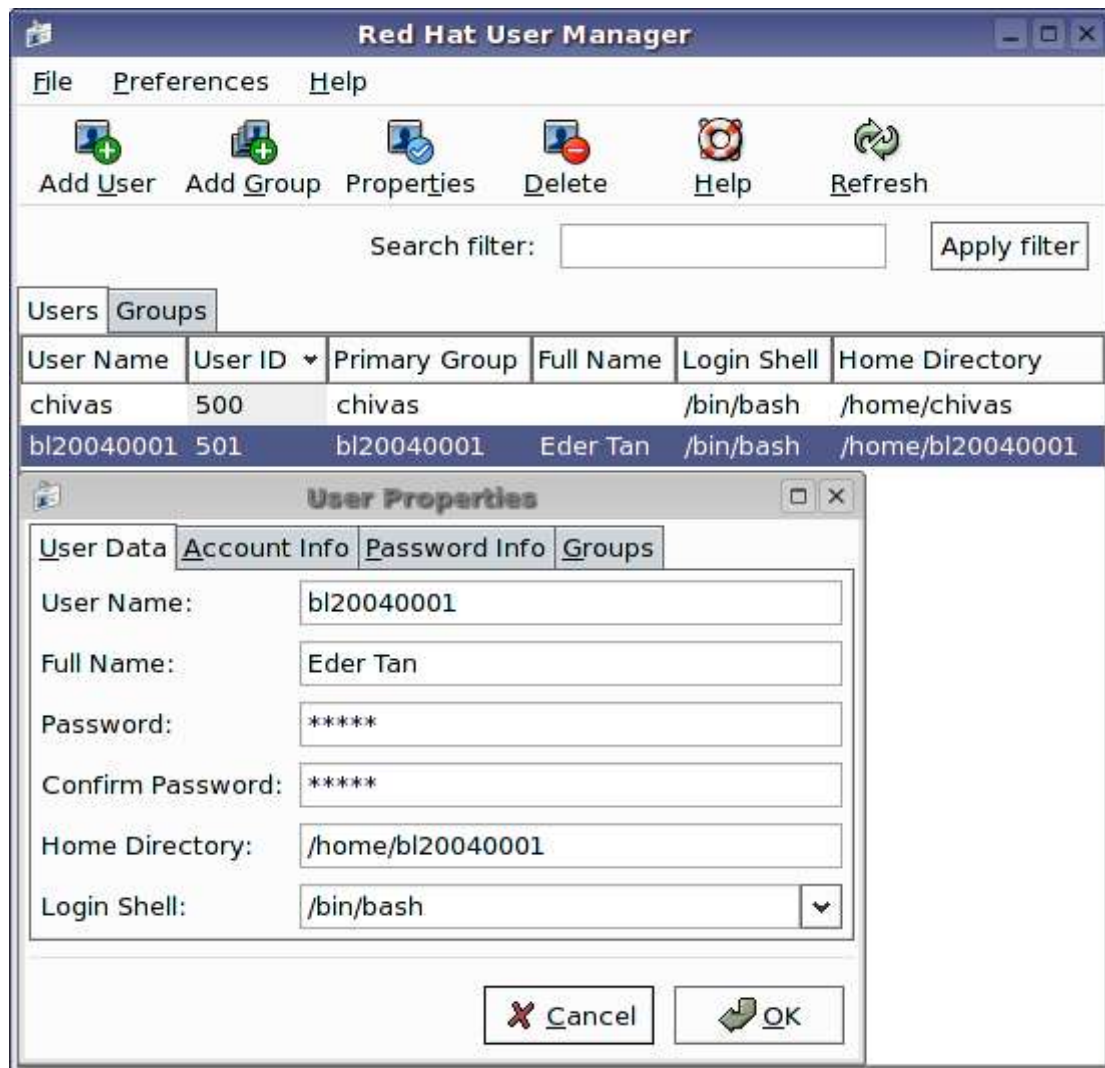
4. Enter the following details for the new account and press the “OK” button:

Username: BL20040001  
Fullname: Eder Tan  
Password: E1d321  
Confirm Password: E1d321

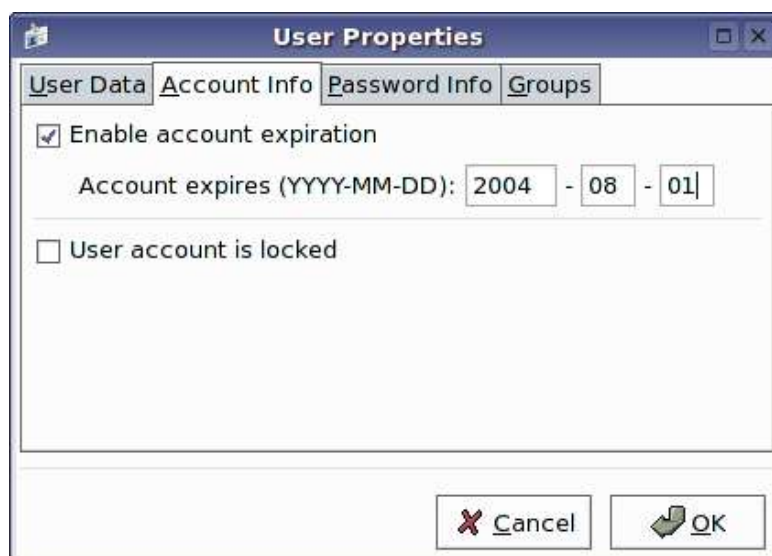
The screenshot shows the 'Create New User' dialog box with the following fields and options filled with the provided information:

- User Name: [Text box containing BL20040001]
- Full Name: [Text box containing Eder Tan]
- Password: [Text box containing \*\*\*\*\*]
- Confirm Password: [Text box containing \*\*\*\*\*]
- Login Shell: [Dropdown menu showing /bin/bash]
- Create home directory
  - Home Directory: [Text box containing /home/BL20040001]
- Create a private group for the user
- Specify user ID manually
- UID: [Spin box showing 500]
- Buttons: [Cancel] and [OK]

5. Select the newly created account and click the “Properties” button.



6. Select the “Account Info” tab and check “Enable Account Expiration” check box. Specify expiration date as “2004-08-01” and click the “OK” button.



7. Repeat Step 3-6 for the other users.

**Summary:**

You are now able to:

- Create user accounts
- Set account restrictions