

Adding user to AD Groups

Prologue

Labware users open ticket to **IT Stellar L1 NonSAP** support group to add User ID to one or a few Labware application AD groups found in the OU eua.solvay.com/WW/R99P833/APP_LABW

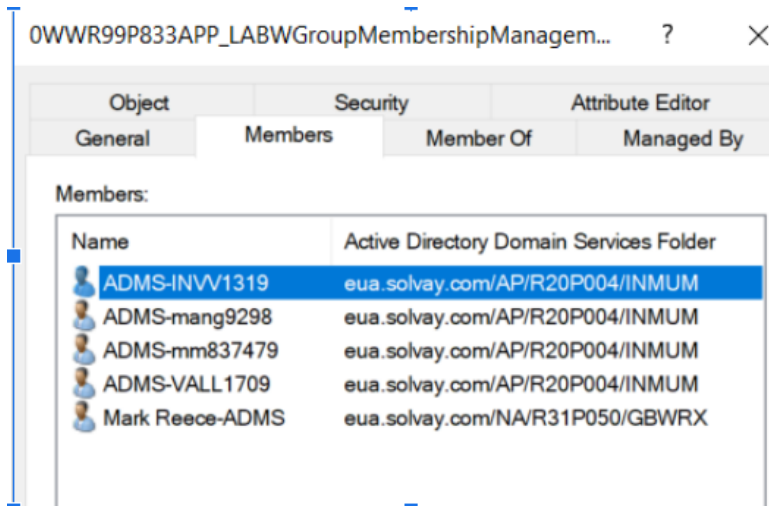
What Is Needed

An EUA Domain **ADMS**- account that has OU Management delegation permission

0WWR99P833OUMangement or

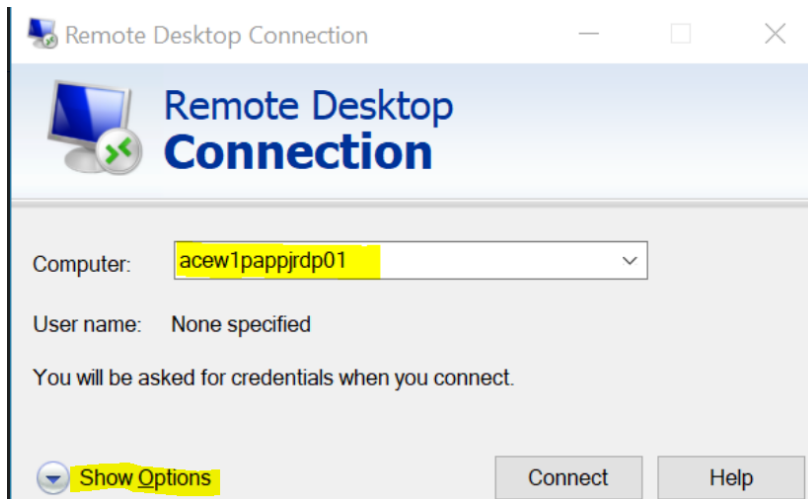
Group Membership Management delegation permission

0WWR99P833GroupMembershipManagement.



Connect to the RDP and provide Computer : **acew1pappjrdp01**

For the first time, click on more options and try to login with Admin credentials

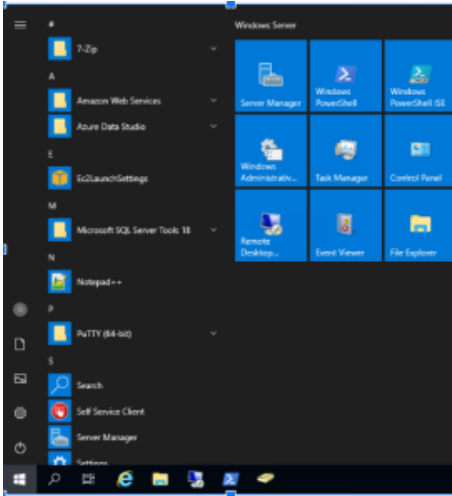


Your ADMS credential are:-

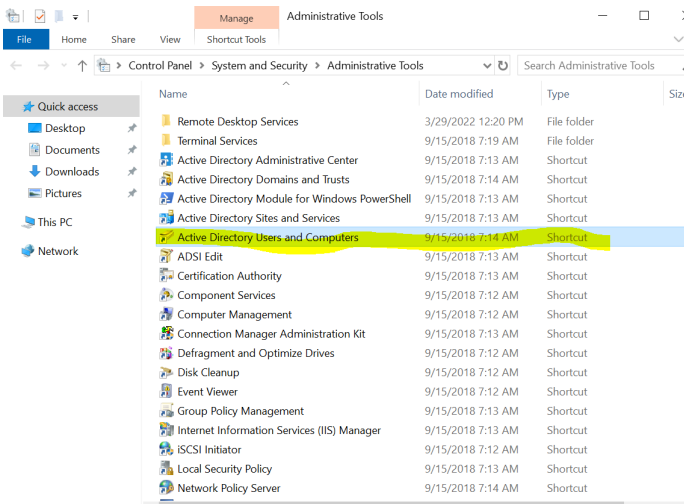
userId: ADMS-USER ID

Password: xxxxxxxxxxxxxx

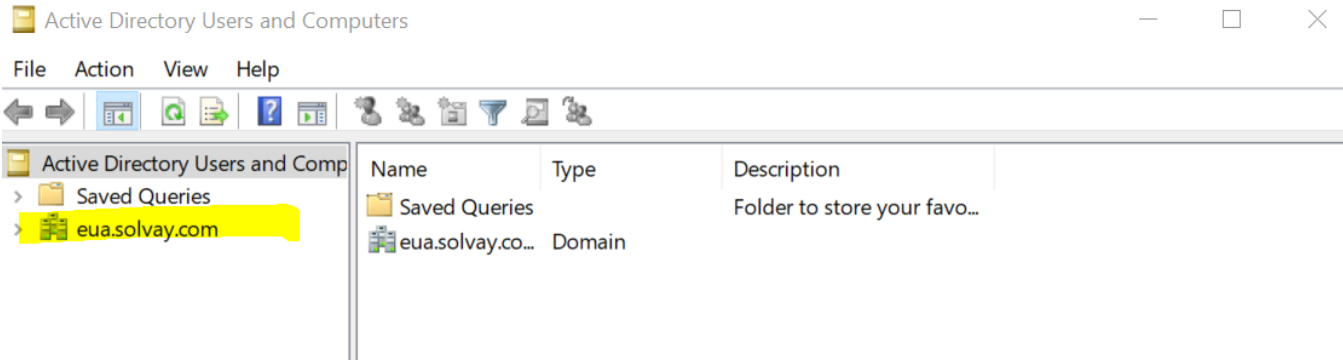
1. Click on **Start**, then click **Windows Administrative Tools**.



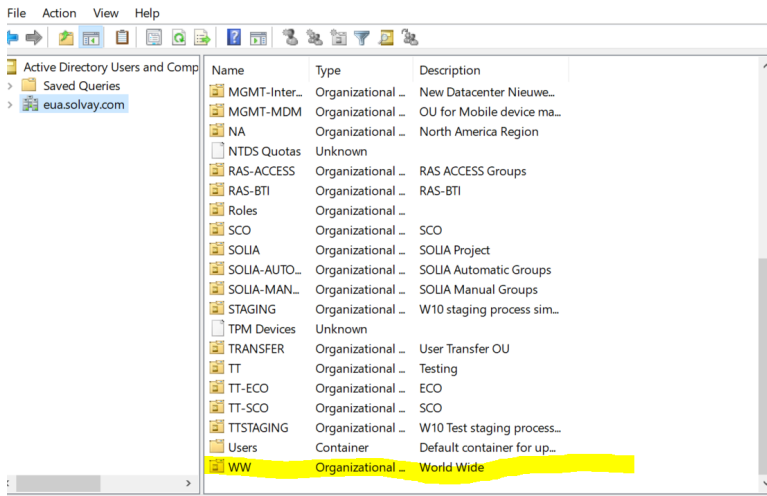
2. Click **Active Directory Users and Computers** to launch the management console.



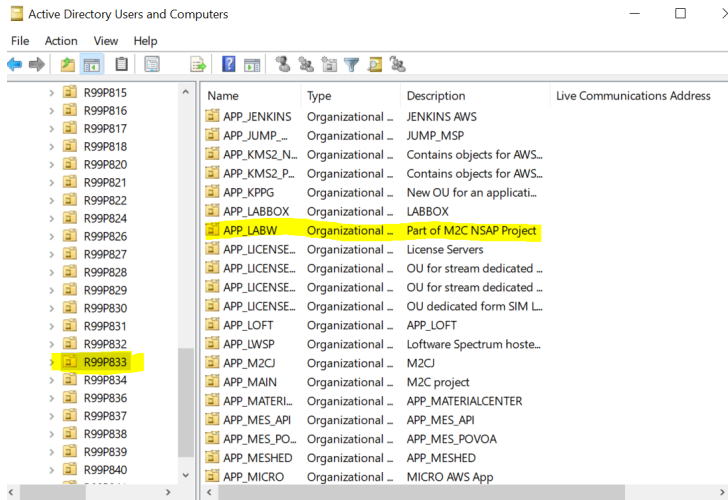
3. In the console, navigate to **"eua.solvay.com/WW/R99P833/APP_LABW"**



4. After double clicking on **eua.solvay.com**



5. Click on WW



6. Then click on APP_LABW

Active Directory Users and Computers

File Action View Help

Name	Pre-Windows 2000 Logon Name	Type	Description
2WWR99P833APP_LABWScreensaverSPR	2WWR99P833APP_LABWScreen...	Security Group - Global	
AC_GG_LABW_Admins	AC_GG_LABW_Admins	Security Group - Global	[DEPREACATED]
AC_GG_LABW_LabWareLIMS-Alorton	AC_GG_LABW_LabWareLIMS-AI...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Alpharetta	AC_GG_LABW_LabWareLIMS-AI...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Anan	AC_GG_LABW_LabWareLIMS-A...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Antofagasta	AC_GG_LABW_LabWareLIMS-A...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Atequiza	AC_GG_LABW_LabWareLIMS-At...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Augusta	AC_GG_LABW_LabWareLIMS-A...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-BadWimpfen	AC_GG_LABW_LabWareLIMS-B...	Security Group - Global	
AC_GG_LABW_LabwareLIMS-Benic	AC_GG_LABW_LabwareLIMS-Be...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Bernburg	AC_GG_LABW_LabWareLIMS-B...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Bollate	AC_GG_LABW_LabWareLIMS-B...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Borger	AC_GG_LABW_LabWareLIMS-B...	Security Group - Global	
AC_GG_LABW_LabwareLIMS-Castanea	AC_GG_LABW_LabwareLIMS-Ca...	Security Group - Global	
AC_GG_LABW_LabWareLIMS-Changshu	AC_GG_LABW_LabWareLIMS-C...	Security Group - Global	

7. Pick up the information from the **Description**. This for User ID eua\ELSI8646, in this case, it is adding to two AD groups.

Please select the application : LIMS LABWARE except Composites;
 I confirm that I (or the user this service is requested for) am NOT a Composites ITAR user : [Yes];
 Which Labware environment is access required? : [Production, Validation];
 Provide the Reference User's account model(Network Account) that has access you require? :
 LGOURAUD;
 Additional Information : Hello,

Please created a user account for ELSI8646.
 You can copy the LGOURAUD user account.

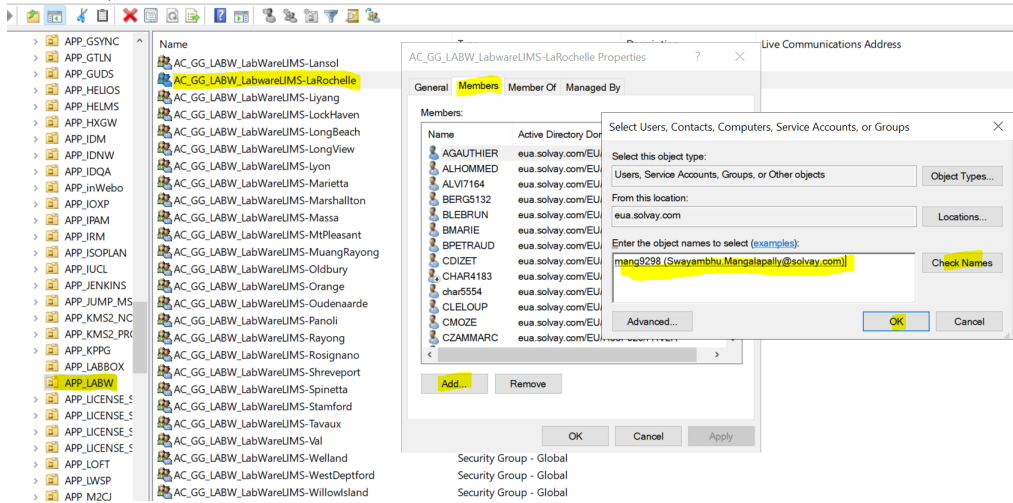
Add the user into the AD group :
 AC_GG_LABW_LabwareLIMS-LaRochelle
 AC_GG_LABW_LabWareLIMS-Va

8. If the Group name is not mentioned explicitly, then the AD group to add the User ID is picked up using the **Site** name. You will need to associate to the correct group by looking through the names.

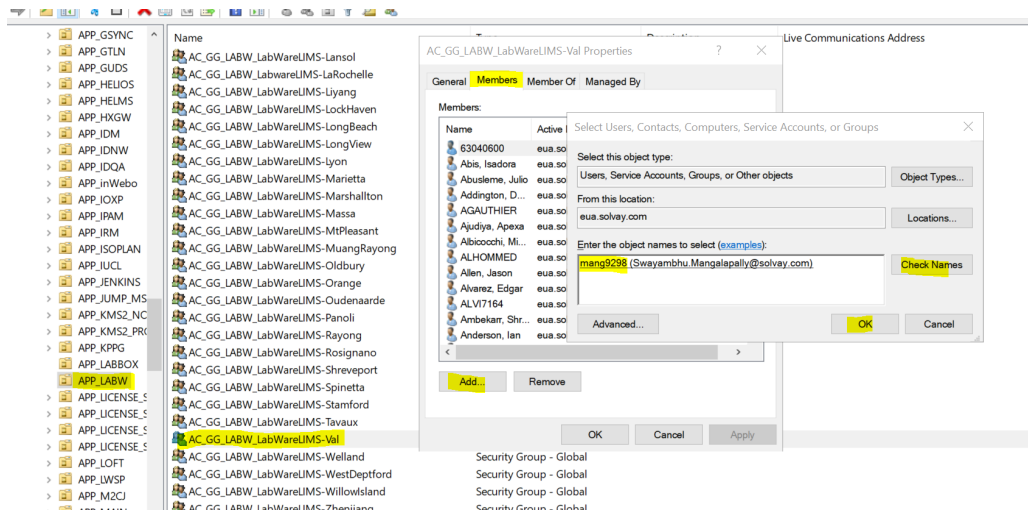
Entity : GBU SPECIAL CHEM;
 Job Function : External;
 Country : France;
 Site : LA ROCHELLE (RUE CHEF DE BAIE);
 Office Phone : ###;

Name	Pre-Windows 2000 Logon N...
AC_GG_LABW_LabWareLIMS-IS-App	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabwareLIMS-IS-Ext	AC_GG_LABW_LabwareLIM...
AC_GG_LABW_LabWareLIMS-IS-Sup	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-Jemeppe	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-Kallo	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-Lansol	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabwareLIMS-LaRochelle	AC_GG_LABW_LabwareLIM...
AC_GG_LABW_LabWareLIMS-Liyang	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-LockHaven	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-LongBeach	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-LongView	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-Lyon	AC_GG_LABW_LabWareLIM...
AC_GG_LABW_LabWareLIMS-Marietta	AC_GG_LABW_LabWareLIM...

9. Double click on the group name to open the Properties windows. In **Members** section, click Add to add in the User ID. Click OK twice to complete.



10. For this particular Work Order, repeat action to the group AC_GG_LABW_LabwareLIMS-Val. Please read the description to know what action needs to be taken, every Work Order can differ slightly.



for validation It is same, every user will be added to AC_GG_LABW_LabwareLIMS-Val

Now User is Added to the particular AD Group based on requirement in Labware

For syensqo please submit a ticket using this [link](#), And ask the team to add user in 0Tier1ServersOperators-R99P833-APP_LABW AD group