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Properties

Manages the server properties of the selected computer.   Use this command to display a summary of connections and resource use; to view a list of connected users, shared resources, and open resources; and to manage the computer description, directory replication, the logon script path, and the list of administrative alert recipients.

See Also

Managing Server Properties

Shared Directories

Manages shared directories on the selected computer.   A shared directory can be accessed by network users.   Use this command to share, stop sharing, modify properties, and manage permissions for shared directories.

See Also

Viewing Shared Directories

Sharing a Directory

Managing Properties for a Shared Directory

Setting Permissions for a Shared Directory

Stopping Directory Sharing

Services

Manages services.   Use this command to stop, start, pause, continue, pass startup parameters to, and configure startup for services.

See Also

Starting and Stopping Services

Configuring Service Startup

Send Message

Sends your message to all users connected to the selected computer.

For a message to be sent and received, the Messenger service must be running on the computer sending the message and on the computers receiving the message.

See Also

Sending a Message to Connected Users

Promote To Primary Domain Controller

Promotes the selected server to primary domain controller.   If it is available, the previous primary domain controller is automatically demoted to backup domain controller status.

This command is only available when Server Manager displays a domain, and a backup domain controller is selected.

See Also

Promoting a Backup Domain Controller to Primary Domain Controller

Demoting a Primary Domain Controller to Backup Domain Controller

Demote to Backup Domain Controller

Usually, when a server is promoted to primary domain controller no special action needs to be taken to demote the former primary domain controller to backup domain controller status, because the system does this automatically.

However, if a server is promoted to primary domain controller while the existing primary domain controller is unavailable (for example, if it is being repaired), and if the former primary domain controller later returns to service, you must demote it.

When a former primary domain controller returns to service under this circumstance, and is selected in the Server Manager window, the Promote To Primary Domain Controller command becomes the Demote To Backup Domain Controller command.   Until it is demoted, the former primary domain controller does not run the Net Logon service, does not participate in authenticating user logons, and in the Server Manager window its controller icon is dimmed.

See Also

Promoting a Server to Primary Domain Controller

Demoting a Primary Domain Controller to Server

Synchronize with Primary Domain Controller

This command is only available when a backup domain controller is selected.

When a server running Windows NT Server is selected, this command replicates the domain's security database from the primary domain controller to that server. When a LAN Manager 2.x server is selected, this command reestablishes the server's computer account password between that server and the primary domain controller. Note that you can synchronize a LAN Manager 2.x server only with a LAN Manager 2.x primary domain controller; you cannot synchronize a LAN Manager 2.x server with a Windows NT Server primary domain controller.

Synchronization is usually done automatically by the system, but if the security database on a Windows NT Server backup domain controller becomes unsynchronized, or if a LAN Manager 2.x server is unable to establish network connections, this is a manual way to correct the situation.   It is rarely necessary.

See Also

Synchronizing a Server with the Primary Domain Controller

Synchronizing All Servers of the Domain

Synchronize Entire Domain

This command is only available when the primary domain controller is selected.   It replicates the domain's security database from the primary domain controller to all the backup domain controllers in the domain.

This is usually done automatically by the system, but if the security databases become unsynchronized, this is a manual way to correct the situation.   It is rarely necessary.   It can take a substantial amount of time to complete.

See Also

Synchronizing All Servers of the Domain

Synchronizing a Backup Domain Controller with the Primary Domain Controller

Add to Domain

Before a Windows NT computer can be a domain member and participate in domain security, it must be added to the domain.   Computers that are added to a domain are given accounts in the domain's security database.   There are three ways to add computers to a domain, but only one of them requires Server Manager.   That method uses the Add To Domain command.

- A computer can be added to a domain during installation of Windows NT,   but only when the installation is performed by a domain Administrator.
- An Administrator can add an existing Windows NT computer to a domain using the Network option of that computer's Control Panel.
- Or, an Administrator or an Account Operator can use Server Manager's Add To Domain command to add a computer account to the domain's security database.   Then the computer's user must have the computer join the domain under that computer account. This can be accomplished by a user as part of Windows NT installation; or, for any computer other than primary or backup domain controllers, after installation by using the Network option in Control Panel.

Note: Treat the added computer name as a security element.   Until the intended computer joins the domain, it is possible for a user to give a different computer that computer name, and then have it join the domain using the computer account you have just created.   If the added computer is a server, when it joins it receives a copy of the domain's security database.

See Also

Adding a Computer to the Domain

Remove from Domain

Removes the selected computer from the domain.   The computer's account is deleted from the domain's security database, and it can no longer participate in domain security.

The primary domain controller cannot be removed.

See Also

Removing a Computer from the Domain

Select Domain

When Server Manager starts it displays your logon domain.   Use the Select Domain command to display a different domain, a Windows NT workgroup, or an individual computer.

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Servers

Displays only servers in the Server Manager window.   Workstations are filtered from the display, and are not shown.

When Servers is enabled, a check is displayed on the View menu to the left of the command, and (Servers) appears on the Server Manager title bar.

See Also

Displaying Servers, Workstations, or Both

Workstations

Displays only workstations in the Server Manager window.   Servers are filtered from the display, and are not shown.

When Workstations is enabled, a check is displayed on the View menu to the left of the command, and (Workstations) appears on the Server Manager title bar.

See Also

Displaying Servers, Workstations, or Both

All

Displays both servers and workstations in the Server Manager window.   When All is enabled, a check is displayed on the View menu to the left of the command.

See Also

Displaying Servers, Workstations, or Both

Show Domain Members Only

By default, the list of computers displayed in the Server Manager window contains computers that are members of the domain, plus computers that the Computer Browser service reports as active on the domain.

The Show Domain Members Only command filters the display so that the list is composed of only those computers that are actual members of the domain: computers running Windows NT. When this command is enabled, a check is displayed on the View menu to the left of the command.

See Also

Displaying Domain Members Only

Refresh

When Server Manager starts, and every time the Select Domain command is issued, Server Manager receives information necessary to create the computer list displayed in the Server Manager window.   The information is refreshed (updated with current data) after some other Server Manager functions, such changing computer properties, managing services, or promoting a server to primary domain controller.   (These refreshes do not occur when the Low Speed Connection option has been selected.)

A refresh can be initiated by a user, using the Refresh command from the View menu.

See Also

Refreshing the View

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Low Speed Connection

When administering a domain, workgroup, or computer that communicates with your computer across a connection providing relatively low transmission rates, choose the Low Speed Connection option.   This prevents automatic refresh of the Server Manager screen, which may be time consuming when performed across low speed connections. (Refreshes occur automatically after some Server Manager functions, such changing computer properties, managing services, or promoting a server to primary domain controller.)   When this option is enabled, a check is displayed on the Options menu to the left of the command.

In Low Speed Connection mode the Server Manager screen can still be be refreshed manually by choosing the Refresh command from the View menu.

Low Speed Connection can also be selected (or cleared) from the Select Domain dialog box, at the same time you select a domain, workgroup, or computer to be displayed by Server Manager.

See Also

Using Low Speed Connection

Selecting a Domain

Save Settings On Exit

When you quit Server Manager, if the Save Settings on Exit command from the Options menu is enabled (indicated by a check to the left of the command) the main window size and position and the View menu settings are saved.

Font

Changes the font used for the list of computers in the Server Manager main window.

Contents

Lists Server Manager Help topics.

Search for Help On

Presents an index of keywords from Server Manager Help.   Associated Help topics can be listed, selected, and opened.

How to Use Help

Provides introductory information about accessing and using the online Help system.

About Server Manager

Provides the version number, serial number, copyright, licensing, and other information about Microsoft Windows NT Server Manager.

What Is Server Manager?

Server Manager is a tool you can use to manage domains and computers.   With Server Manager you can:

- Select a domain, workgroup, or computer to be administered.
- Manage a computer   For a selected computer you can view a list of connected users, view shared and open resources, manage directory replication, manage the list of administrative alert recipients, manage services and shared directories, and send messages to connected users.
- Manage a domain.   When administering a domain you can promote a backup domain controller to become the primary domain controller, synchronize servers with the primary domain controller, and add computers to and remove computers from the domain.

Some of the capabilities offered by Server Manager are also offered by the Services and Server options in the Control Panel of every Windows NT computer.   However, Server Manager can manage both local and remote computers, while these Control Panel options only affect the local computer.

The Server Manager Window

In most cases, when Server Manager is first started it displays your logon domain. The Server Manager title bar shows the domain name, and the body of the Server Manager window lists the computers of that domain. A computer can be selected from this list, and can then be managed using commands from the Computer menu.

Choose one of the following buttons for more information about the Server Manager window.

[+] Title bar
[+] Menu bar
[+] List of computers
[+] Computer icons
[+] Computer column
[+] Type column
[+] Description column

Title bar

The title bar of the Server Manager window names the domain, workgroup, or computer that is displayed for administration.

When filtering is enabled using commands from the View menu, a notation of (Servers) or (Workstations) is displayed on the title bar to the right of the domain, workgroup, or computer name.

Menu bar

The menu bar contains four menus.

- Computer.   Commands from this menu are used to view and manage domains, workgroups, and computers.
- View.   Commands from this menu are used to filter the displayed list of computers, to remove filtering, and to update Server Manager with current information.
- Options.   Commands from this menu can select or clear the Low Speed Connection and Save Settings on Exit options.
- Help.   Commands from this menu provide online Help.

List of computers

The body of the Server Manager window lists the computers of the domain selected for administration (that is, the domain whose name is displayed in Server Manager's title bar). This list contains computers that are members of the domain, plus computers that the Computer Browser service reports as active in the domain.

The list can contain these kinds of computers: servers running Windows NT Server, Windows NT Workstation computers that are running the Server service, and Microsoft LAN Manager servers.   Microsoft Windows for Workgroups computers might also appear in the list, but because they do not support remote administration they cannot be administered with Server Manager.

When a Windows NT workgroup is selected for administration, the computers of that workgroup are listed.   When an individual computer is selected for administration, only that computer is listed.   The list of computers can be filtered using commands from the View menu.

Computer icons

An icon graphically indicates the type of each listed computer.

Primary Domain Controller.   Maintains the domain's security database, and authenticates network logons.

Backup Domain Controller or Server.   Backup domain controllers receive a copy of the domain's security database and authenticates network logons. Servers in the domain can use the domain's user accounts through pass-through authentication.

Workstation.   Any other listed computer.

If a computer does not support remote administration, or if it is unavailable to the network (for example, if it is turned off), its icon is dimmed.

Computer column

For each listed computer, this column provides the computer name.

Type column

For each listed computer, this column states the operating system, the version number of the operating system, and whether the computer is a primary domain controller, backup domain controller, server, or workstation.

For example, a computer might be shown as a Windows NT 3.50 Primary.

If a computer does not support remote administration, or if it is unavailable to the network (for example, if it is turned off), the version number is absent from this column.

Description column

For each listed computer, this column might contain descriptive text or it might be blank.

For each listed computer, the description is an optional entry.   It can be edited using the Properties command from the Computer menu.   It might typically contain such information as the location of the computer, the name of the computer's user, the user's telephone extension, the brand or model of the computer, or a description of the computer's function.

If a computer does not support remote administration, or if it is unavailable to the network (for example, if it is turned off), its description is blank.

Who Can Use Server Manager?

To use Server Manager to administer a domain and its servers, you must be logged on to a user account that is a member of the Administrators, Domain Admins, or Server Operators group for that domain.   Members of the Account Operators group can also use Server Manager, but only for the purpose of adding computers to the domain.

To use Server Manager to administer a Windows NT Workstation computer or a server that is not a domain controller, you must be logged on to a user account that is a member of the Administrators or Power Users group for that computer.

A few Server Manager functions are only allowed for Administrators or Domain Admins. When Server Operators, Account Operators, or Power Users attempt to perform these functions, a message is displayed indicating that access is denied.

Selecting a Domain

In most cases, when Server Manager starts it displays your logon domain.   Use the Select Domain command to display a different domain, a Windows NT workgroup, or an individual computer.

A *domain* is a collection of computers that are grouped for viewing purposes and that share a common security database.   A *workgroup* is a collection of computers that are grouped only for viewing purposes.

To change the domain displayed by Server Manager

1. From the Computer menu, choose Select Domain.

2. Select a domain from the list in the Select Domain list box, or type a *domainname* in the Domain box.

   Optionally, to specify a Windows NT workgroup instead of a domain, type a *workgroupname* in the Domain box.   To specify an individual computer, type the \\ *computername* (precede computer names with two backslashes).

3. If the domain, workgroup, or computer you have specified communicates with your computer over a low speed connection, select the Low Speed Connection option.

   The system saves the setting of this option for each of the last 20 domains, workgroups, or computers you have administered.   After you specify a name, the previous setting of this option (if any) is initially displayed here.   If no previous setting is known, the option is initially cleared.   You can accept or change the setting.

4. Choose the OK button.

See Also

Who Can Use Server Manager?

Using Low Speed Connection

Displaying Servers, Workstations, or Both

By default, the list of computers in the Server Manager window includes both servers and workstations.   Optionally, you can filter the list and display only one of those types.

To display only servers

▶   From the View menu, choose Servers.
        A notation of (Servers) is displayed on the title bar, and on the View menu a check is displayed to the left of the Servers command.

To display only workstations

▶   From the View menu, choose Workstations.
        A notation of (Workstations) is displayed on the title bar, and on the View menu a check is displayed to the left of the Workstations command.

To display both servers and workstations

▶   From the View menu, choose All.

Displaying Domain Members Only

By default the list of computers displayed in the Server Manager window contains those computers that are members of the domain, plus those computers that are listed by the Computer Browser service as active in the domain.   Optionally, you can filter the list to display only those computers that are members of the domain. This will be Windows NT computers and LAN Manager 2.x servers.

To display only those computers that are members of the domain
▶   From the View menu, choose Show Domain Members Only.
         A check is displayed on the View menu, to the left of the Show Domain Members Only command.

To remove filtering and display all computers
▶   From the View menu, choose Show Domain Members Only.
         The check at the left of the Show Domain Members Only command is removed.

Refreshing the View

When Server Manager starts, and every time the Select Domain command is issued, Server Manager receives the information necessary to create the computer list displayed in the Server Manager window.   The information is refreshed (updated with current data) after some Server Manager functions, such as changing computer properties, managing services, or promoting a server to primary domain controller. However, these refreshes do not occur when the Low Speed Connection option is selected.

A refresh can also be initiated by a user.

To refresh the view with current information

▶   From the View menu, choose Refresh.

See Also

Using Low Speed Connection

Using Low Speed Connection

When administering a domain, workgroup, or computer that communicates with your computer across a connection providing relatively low transmission rates, use the Low Speed Connection option.   This prevents automatic refresh of the Server Manager screen, which may be time consuming when performed across low speed connections. (Refreshes occur automatically after some Server Manager functions, such changing computer properties, managing services, or promoting a server to primary domain controller.)

Here are two ways to select or clear the Low Speed Connection option:

▭   When you have chosen the Select Domain command from the Computer menu and you are selecting a domain, Windows NT workgroup, or computer to be displayed by Server Manager, you can select or clear the Low Speed Connection option in the Select Domain dialog box.

▭   When a domain, Windows NT workgroup, or computer is already displayed by Server Manager, you can select or clear the Low Speed Connection option by choosing the Low Speed Connection command from the Options menu.

The system saves the setting of the Low Speed Connection option for each of the last 20 domains, workgroups, or computers you have administered.   After you specify a name in the Select Domain dialog box, the previous state of this option (if any) is initially set.   You can accept or change this setting.

If you have not previously administered the specified domain, workgroup, or computer, and if you do not select the Low Speed Connection option in the Select Domain dialog box, after you choose the OK button the system automatically determines the appropriate connection mode and selects or clears the Low Speed Connection option accordingly.   After connection you still have the option of changing the setting by using the Low Speed Connection command from the Options menu.

Also, when starting Server Manager from the command prompt, you can optionally append the low speed connection parameter [**/l**] or the normal (high speed) connection parameter [**/h**].   For example, to start Server Manager and administer the domain Shipping using Low Speed Connection, you would type **srvmgr shipping /l**.

See Also

Selecting a Domain

Refreshing the View

Managing Server Properties

To manage properties

1. In the Server Manager window, double-click a computer name.

   The Properties dialog box appears, displaying a summary of connections and resource usage.

2. To change the computer description, type new text in the Description box.

3. To administer a property associated with one of the buttons at the bottom of the Properties dialog box, choose a button and complete the dialog box for that property.

   There are five buttons: <u>Users</u>, <u>Shares</u>, <u>In Use</u>, <u>Replication</u>, and <u>Alerts</u>.

4. When you finish managing properties, choose the OK button in the Properties dialog box.

See Also

<u>Viewing User Sessions</u>

<u>Viewing Shared Resources</u>

<u>Viewing Resources In Use</u>

<u>Managing Export Replication</u>

<u>Managing Import Replication</u>

<u>Setting the Logon Script Path</u>

<u>Managing Administrative Alerts</u>

Viewing User Sessions

To view a list of users connected to the computer

1. In the Server Manager window, double-click a computer name.

2. In the Properties dialog box, choose the Users button.

   The User Sessions dialog box appears.   The Connected Users box lists the users who are connected over the network to the computer.

3. To view the resources opened by one user, select a user name from the Connected Users box.

   The <u>Resource</u> box lists the shared resources that user is connected to.

4. Optionally, to disconnect one user, select the user name from the Connected Users box and then choose the Disconnect button.   To disconnect all users, choose the Disconnect All button.   Warn connected users before disconnecting them.

Note: While you are remotely administering another computer, your user account will be listed as a user connected to the IPC$ resource.   It cannot be disconnected.

5. To exit choose the Close button, and then in the Properties dialog box choose the OK button.

See Also

<u>Viewing Shared Resources</u>

<u>Viewing Resources In Use</u>

<u>Special Shares</u>

Viewing Shared Resources

Use the Shared Resources dialog box to view the shared resources available on the computer, and the users connected over the network to a selected shared resource.

Note: To share directories or manage shared directories, use the Shared Directories command from Server Manager, or use File Manager.   To share printers or manage shared printers, use Print Manager.

To view a list of the computer's shared resources

1. In the Server Manager window, double-click a computer name.

2. In the Properties dialog box, choose the Shares button.

   The Shared Resources dialog box appears.   The <u>Sharename</u> box lists the shared resources available on the computer.

3. To view the users connected to a shared resource, select a share name from the Share Name box.

   The Connected Users box lists the connected users.

4. Optionally, to disconnect one user from all shared resources, select the user name from the Connected Users box and then choose the Disconnect button.   To disconnect all users from all shared resources, choose the Disconnect All button.

   Warn connected users before disconnecting them.   Each disconnected user is disconnected from all shared resources on the computer (not just the resource selected in the Sharename box).

Note: While you are remotely administering another computer, your user account will be listed as a connected user for the IPC$ share.   It cannot be disconnected.

5. To exit choose the Close button, and then in the Properties dialog box choose the OK button.

See Also

<u>Viewing User Sessions</u>

<u>Viewing Resources In Use</u>

<u>Sharing a Directory</u>

<u>Managing Properties for a Shared Directory</u>

<u>Special Shares</u>

Viewing Resources In Use

To view a list of the computer's open shared resources

1. In the Server Manager window, double-click a computer name.

2. In the Properties dialog box, choose the In Use button.

   The Open Resources dialog box appears.   The <u>Opened By</u> box lists the computer's open resources.

3. Optionally, to close an open resource, select that resource from the list and then choose the Close Resource button.   To close all open resources, choose the Close All Resources button.   Warn connected users before closing resources.

Note: While you are remotely administering another computer, your connection will be displayed here as an open named pipe.   It cannot be closed.

4. Optionally, choose the Refresh button to update the displayed information.

5. To exit choose the Close button, and then in the Properties dialog box choose the OK button.

See Also

<u>Viewing User Sessions</u>

<u>Viewing Shared Resources</u>

<u>Sharing a Directory</u>

<u>Managing Properties for a Shared Directory</u>

<u>Special Shares</u>

Managing Export Replication

Only servers running Windows NT Server can be set up as replication export servers; computers running Windows NT Workstation cannot.

Make sure an appropriate logon account has been assigned to the Directory Replicator service before performing the following procedure.

To set up an export server

1. Use File Manager to create the subdirectories that will be exported.   These must be subdirectories of the replication From Path.

   Optionally, to these subdirectories add the files that will be exported.   However, it is not necessary to add files at this time.   Once you set up replication, any files later added to these subdirectories will be exported automatically.   You can also later add additional subdirectories to the replication From Path.

2. In the Server Manager window, double-click the computer name of the replication export server.

3. In the Properties dialog box, choose the Replication button.

4. In the Directory Replication dialog box, select the Export Directories option.

5. Optionally, to change the path from which subdirectories will be exported, type a local path in the From Path box.

6. To export subdirectories to a domain or computer, under Export Directories choose the Add button, and then complete the Select Domain dialog box that appears.   The domain name or computer name is added to the To List.

Note: By default, the To List contains a blank entry and this computer automatically exports to the local domain.   If any entries are added to the To List, the local domain is no longer exported to.   If necessary, the domain name must be explicitly added to the To List.

7. To stop exporting subdirectories to a domain or computer, under Export Directories, select the domain or computer from the To List, and then choose the Remove button.

8. To manage locks, stabilization, and subtree replication for the subdirectories exported from this computer, under Export Directories choose the Manage button, and then complete the dialog box that appears.

9. To exit, choose the OK button in the Directory Replication dialog box.

   If it does not already exist, the system creates the special REPL$ share, required for export replication.   If it is not already running, the system starts the Directory Replicator service.

10.   In the Properties dialog box, choose the OK button.

See Also

Assigning a Logon Account to the Directory Replicator Service

Managing Import Replication

Setting the Logon Script Path

<u>Special Shares</u>

Directory Replication

Directory replication is the duplication of a master set of directories from a server (called an export server) to specified servers or workstations (called import computers) in the same or other domains.   A server running Windows NT Server can be an export server, an import computer, or both.   A workstation can only be an import computer.

Replication simplifies the task of maintaining identical sets of directories and files on multiple computers, because only a single master copy of the data must be maintained. Once replication is set up, replication occurs each time a change is made to one of the files in a directory set for export.

Directory Replicator service

Before replication can occur, an appropriate logon account must be assigned to the Directory Replicator service of each computer that will participate in replication.

Use User Manager for Domains to create a domain user account that the Directory Replicator service will use to log on.   This account must have the Password Never Expires option selected, all logon hours allowed, and membership in the domain's Backup Operators group.

For each computer that will participate in replication, use Server Manager to configure the Directory Replicator service to start up automatically, and to log on using the user account described above.

Managing Import Replication

Any Windows NT computer can be set up as a replication import computer.

Make sure an appropriate logon account has been assigned to the <u>Directory Replicator</u> service before performing the following procedure.

To set up an import computer

1. In the Server Manager window, double-click the appropriate computer name.

2. In the Properties dialog box, choose the Replication button.

3. In the Directory Replication dialog box, select Import Directories.

4. Optionally, to change the path in which imported subdirectories will be stored, type a local path in the <u>To Path</u> box.

5. To import subdirectories from a domain or export server, under Import Directories choose the Add button, and then complete the Select Domain dialog box that appears. The domain name or computer name is added to the From List.

Note: By default, the From List contains a blank entry and this computer automatically imports from the local domain.   If any entries are added to the From List, the local domain is no longer imported from.   If necessary, the domain name must be explicitly added to the From List.

6. To stop importing subdirectories from an export server or domain, select the domain name or computer name in the From List, and then choose the Remove button.

7. To view a list of the subdirectories that have been imported to this computer, or to manage locks on those imported subdirectories, under Import Directories choose the Manage button, and then complete the dialog box that appears.

8. To exit, choose the OK button in the Directory Replication dialog box.

   If it is not already running, the system starts the Directory Replicator service.

9. In the Properties dialog box, choose the OK button.

See Also

<u>Assigning a Logon Account to the Directory Replicator Service</u>

<u>Managing Export Replication</u>

<u>Setting the Logon Script Path</u>

Setting the Logon Script Path

A *logon script* is an optional file that runs each time a user logs on.   It can be a batch file (.BAT or .CMD filename extension) or an executable program (.EXE filename extension).   A *logon script path* is a local path to the directory where logon scripts are stored.

When a server authenticates a logon request and that user account has a logon script assigned, the system locates the logon script by combining a local logon script path specified in Server Manager with a filename (and optionally a relative path) specified in User Manager.

For a domain, master copies of every logon script should be stored under one replication export directory of one domain controller, either the primary domain controller or a backup. Copies of these master logon scripts should be replicated to the other servers of the domain.   Then, for every other domain controller, the path to imported logon scripts must be entered in the Logon Script Path box of the Directory Replication dialog box.

For computers running Windows NT Workstation, the logon script path cannot be changed from the default (usually, *systemroot*\SYSTEM32\REPL\IMPORT\SCRIPTS).

To configure the logon script path for a server

1. In the Server Manager window, double-click the computer name of the server.

2. In the Properties dialog box, choose the Replication button.

3. In the Logon Script Path box, type a local path.

   Usually, you will enter a path to a \SCRIPTS subdirectory of the replication <u>To Path</u>.   For example,   C:\WINNT\SYSTEM32\REPL\IMPORT\SCRIPTS.

   An entry is required.   Do not enter a blank in the Logon Script Path box.

4. To exit choose the OK button, and then in the Properties dialog box choose the OK button.

See Also

<u>Managing Export Replication</u>

<u>Managing Import Replication</u>

Managing Administrative Alerts

You can determine which users and computers are notified when administrative alerts occur at a selected computer.   Administrative alerts are generated by the system, and relate to server and resource use.   They warn about security and access problems, user session problems, server shutdown because of power loss when the UPS service is available, and printer problems.

To manage the recipients of administrative alerts

1. In the Server Manager window, double-click a computer name.

2. In the Properties dialog box, choose the Alerts button.

3. To add a user or computer to the list of alert recipients, type the user name or computer name in the New Computer Or User name box, and then choose the Add button.

4. To remove a user or computer from the list of alert recipients, select the user name or computer name from the Send Administrative Alerts To box, and then choose the Remove button.

5. To exit, in the Alerts dialog box choose the OK button, and then in the Properties dialog box choose the OK button.

Viewing Shared Directories

To view the shared directories of a computer

1. Select a computer from the list in the Server Manager window.

2. From the Computer menu, choose Shared Directories.

   The Shared Directory dialog box lists the shared directories of the computer, and shows the path of each shared directory.

3. To exit, choose the Close button.

See Also

Sharing a Directory

Managing Properties for a Shared Directory

Stopping Directory Sharing

Special Shares

Viewing Shared Resources

Viewing Resources In Use

Sharing a Directory

To share a directory

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Shared Directories.

2. In the Shared Directories dialog box, choose the New Share button.

3. Type a <u>Share Name</u>, <u>Path</u>, and <u>Comment</u> in those boxes.

4. To define the maximum number of users who can connect to the shared directory at one time, select either Maximum Allowed or Allow.   If you select Allow, specify a maximum number in the Users box.

5. To manage the permission level granted to groups and user accounts, choose the Permissions button and complete the Access Through Share Permissions dialog box that appears.   Unless you change the default setting, a new shared directory provides Full Control to Everyone.

6. To exit, in the New Share dialog box choose the OK button, and then in the Shared Directories dialog box choose the Close button.

See Also

<u>Stopping Directory Sharing</u>

<u>Setting Permissions for a Shared Directory</u>

<u>Viewing Shared Resources</u>

<u>Viewing Resources In Use</u>

Managing Properties for a Shared Directory

To manage properties for a shared directory

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Shared Directories.

2. In the Shared Directories dialog box, select a share name from the list.

3. Choose the Properties button.

4. To change the Path or Comment, type new text in those boxes.

5. To change the maximum number of users who can connect to the shared directory at one time, select either Maximum Allowed or Allow.   If you select Allow, specify a maximum number in the Users box.

6. To change the permission level granted to groups and user accounts, choose the Permissions button and complete the Access Through Share Permissions dialog box that appears.

7. To exit, in the Share Properties dialog box choose the OK button, and then in the Shared Directories dialog box choose the Close button.

See Also

Setting Permissions for a Shared Directory

Special Shares

Sharing a Directory

Viewing Shared Resources

Viewing Resources In Use

Setting Permissions for a Shared Directory

Share permissions determine which users are allowed to access a shared directory, and the type of access those users are allowed.   These permissions control network access to the shared directory, its subdirectories, and their files.   Share permissions are effective only when the shared directory is accessed over the network.

Permissions set on a share that is on an NTFS volume operate in addition to NTFS permissions set on the directory itself.   On NTFS volumes, share permissions specify the maximum access possible, while directory and file permissions specify the maximum access allowed.   For NTFS volumes it is usually better to restrict access by managing the permissions set on directories and files, rather than the permissions set on shares.

To set permissions for a shared directory

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Shared Directories.

2. In the Shared Directories dialog box choose the New Share button, or select a share name from the list and then choose the Properties button.

3. Choose the Permissions button.

4. To change a permission, select a group or user account from the Name list, and then select a permission from the list in the Type Of Access box.

5. To add a group or user account to the list of those granted permissions for this shared directory, choose the Add button and complete the Add Users And Groups dialog box that appears.

   When assigning permissions it is usually better to assign permissions to groups, rather than to individual user accounts.

6. To remove a group or user account from the list of those granted permissions for this shared directory, select a group or user account from the Name list, and then choose the Remove button.

7. To exit, choose the OK button from the Access Through Share Permissions dialog box, choose the OK button again from the New Share or Share Properties dialog box, and then from the Shared Directories dialog box choose the Close button.

See Also

Types of Access Permissions

Special Shares

Sharing a Directory

Managing Properties for a Shared Directory

Stopping Directory Sharing

To stop sharing a directory

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Shared Directories.

2. In the Shared Directories dialog box, select a share name from the list.

   In most cases you should not select one of the special shares which, if it appears in the list, was created by the system (for example, A$, B$, C$, ADMIN$, IPC$, NETLOGON, PRINT$ or REPL$).

3. Choose the Stop Sharing button.

   The directory itself is not removed, but it is no longer shared and can no longer be accessed by network users.

4. To exit, choose the Close button.

See Also

Sharing a Directory

Managing Properties for a Shared Directory

Special Shares

Special Shares

A computer's shared resources include those resources (such as directories) that have been shared by a user or an administrator, plus any special shares that may have been created by the system.

Depending on the configuration of the computer being administered, some or all of the following special shares may appear when Windows NT presents a list of the computer's shared resources.   These shares are created by the system.   In most cases, these special shares should not be deleted or modified.   For more information choose one of the following buttons.

- *driveletter*$
- ADMIN$
- IPC$
- NETLOGON
- PRINT$
- REPL$

See Also

Viewing Shared Directories

Viewing Shared Resources

driveletter$

A share which allows administrative personnel to connect to the root directory of a storage device.   Shown as A$, B$, C$, D$, and so on.   For example, D$ is a share name by which drive D might be accessed by an administrator over the network.

For a workstation or server, only members of the Administrators and Backup Operators can connect to these shares.   For a primary or backup domain controller, members of the Server Operators group can also connect to these shares.

ADMIN$

A resource used by the system during remote administration of a computer.   The path of this resource is always the Windows NT system root (the directory in which Windows NT is installed: for example, C:\WINNT).

For a workstation or server, only members of the Administrators and Backup Operators can connect to this share.   For a primary or backup domain controller, members of the Server Operators group can also connect to this share.

IPC$

A resource sharing the named pipes that are essential for communication between programs.   Used during remote administration of a computer, and when viewing a computer's shared resources.

NETLOGON

A resource used by the Net Logon service of a server running Windows NT Server while processing domain logon requests.

Note: This resource is only provided for servers.   It is not provided for computers running Windows NT Workstation.

PRINT$

A resource that supports shared printers.

REPL$

A resource created by the system when a server is configured as an replication export server.   It is required for export replication.

Note: This resource is only provided for servers which are configured as replication export servers.   It is not provided for computers running Windows NT Workstation.

Starting and Stopping Services

Use the Services dialog box to start, stop, pause, or continue each of the services available on the selected computer, and to pass startup parameters to the service.

Note: Because stopping the Server service disconnects all remote connected users, warn users before stopping that service.   Also, once the Server service is stopped, that computer can no longer be remotely administered, and its Server service can only be restarted locally.

To start, stop, pause, or continue a service

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Services.

2. In the Services dialog box, select the service.

3. Choose the Start, Stop, Pause, or Continue button.

   Optionally, to pass startup parameters to a service, type the parameters in the Startup Parameters box before choosing the Start button. Backslashes are treated as an escape character. You must type two backslashes for each backslash in a parameter.

4. In the Services dialog box, choose the Close button.

See Also

Configuring Service Startup

The Default Services

Configuring Service Startup

To configure service startup, you must be logged on to a user account that has membership in the Administrators local group.

To configure startup for a service

1. Select a computer from the list in the Server Manager window, and then from the Computer menu choose Services.

2. In the Services dialog box, select the service.

3. Choose the Startup button.

4. In the Service Startup dialog box, select a startup type of <u>Automatic</u>, <u>Manual</u>, or <u>Disabled</u>.

5. To specify the user account the service will use to log on, select <u>System Account</u> or <u>This Account</u>.

6. If you select This Account, also choose the Browse button ⬚ and specify a user account by completing the Add User dialog box that appears.

   After closing the Add User dialog box, type the password for the user account in both the Password and Confirm Password boxes.

7. Choose the OK button, and then in the Services dialog box choose the Close button.

See Also

<u>Assigning a Logon Account to the Directory Replicator Service</u>

<u>Assigning a Logon Account to the Schedule Service</u>

<u>The Default Services</u>

Assigning a Logon Account to the Directory Replicator Service

Most aspects of <u>directory replication</u> are managed for a particular computer by using either the Server Manager Properties command or the Server option in Control Panel.

However, before a computer can participate in replication, you must create a special user account and then, for each computer in a domain that will participate in replication, configure its Directory Replicator service to log on using that special account.

To assign a logon account to the Directory Replicator service

1. Use User Manager for Domains to create a domain user account, configuring the account so that:

   ▭ The Password Never Expires option is selected.

   ▭ All logon hours are allowed.

   ▭ The user account has membership in the domain's Backup Operators group.

2.   For each computer that will participate in replication, use Server Manager or the Services option in Control Panel to configure the computer's Directory Replicator service to start up automatically, and to log on using the user account you created in step 1.

See Also

<u>Configuring Service Startup</u>

<u>The Default Services</u>

<u>Managing Export Replication</u>

<u>Managing Import Replication</u>

Assigning a Logon Account to the Schedule Service

The Schedule service must be running if the AT command is to be used.   The AT command can schedule commands and programs to run on a computer at a specified time and date.

By default, the Schedule service is configured to log on under the system account; the same account that is used by most services.   However, when the Schedule service logs on under the system account, the AT command can only be used to access those network resources that permit Guest access.

In many cases, if you want the AT command to access network resources, you must create a special user account and then configure the Schedule service to log on using that user account.

To assign a logon account to the Schedule service

1. Create a user account for the service using User Manager or User Manager for Domains.   When creating the account, select the Password Never Expires option.

2. Give the account membership in the appropriate groups.   The particular group memberships you assign will depend on the operations that must be accomplished remotely.

   For example, if the AT command is to be used to perform regularly scheduled backups of the hard disk of a remote server in a Windows NT Server domain, the user account created for the Schedule service must be a member of the domain's Backup Operators local group.

3. Assign the user account to the Schedule service using Server Manager or the Services option in Control Panel.

See Also

Configuring Service Startup

The Default Services

The Default Services

The services listed below are provided with Windows NT.   In addition to these default services, other services may be listed in the Services dialog box for a computer (for example, network transports or other services that have been installed on that computer).

For more information on the default services, choose one of the following buttons.

- Alerter
- Clipbook Server
- Computer Browser
- Directory Replicator
- Event Log
- Messenger
- Net Logon
- Network DDE
- Network DDE DSDM
- NT LM Security Support Provider
- Remote Procedure Call (RPC) Locator
- Remote Procedure Call (RPC) Service
- Schedule
- Server
- Spooler
- UPS
- Workstation

See Also

Starting and Stopping Services

Configuring Service Startup

Alerter service

Notifies selected users and computers of administrative alerts that occur on the selected computer.   Used by the Server and other services.   Requires the Messenger service.

Clipbook Server service

The Clipbook Server service supports the Clipbook Viewer application, allowing pages to be seen by remote Clipbooks.

Computer Browser service

Maintains an up-to-date list of computers, and provides the list to applications when requested.   Provides the computer lists displayed in the Select Computer and Select Domain dialog boxes; and in the main Server Manager window.

Directory Replicator service

Replicates directories, and the files in those directories, between computers.

Event Log service

Records system, security, and application events in the event logs.

Messenger service

Sends and receives messages sent by administrators or by the Alerter service.

Net Logon service

For primary and backup domain controllers, performs authentication of account logons, and also keeps the domain's security database synchronized between the primary domain controller and the backup domain controllers of the domain.

For other Windows NT computers, supports pass through authentication of account logons. Used when the workstation participates in a domain.

Network DDE service

The Network DDE (Dynamic Data Exchange) service provides a network transport as well as security for DDE conversations.

Network DDE DSDM service

The Network DDE DSDM (DDE Share Database Manager) service manages the shared DDE conversations. It is used by the Network DDE service.

NT LM Security Support Provider service

Provides Windows NT security to RPC applications that use transports other than named pipes.

Remote Procedure Call (RPC) Locator service

The Remote Procedure Call (RPC) Locator service allows distributed applications to use the Microsoft RPC name service. The RPC Locator service manages the RPC name service database.

The server side of a distributed application registers its availability with the RPC Locator service. The client side of a distributed application queries the RPC Locator service to find available compatible server applications.

Remote Procedure Call (RPC) service

The Remote Procedure Call (RPC) Service is the RPC subsystem for Microsoft Windows NT. The RPC subsystem includes the endpoint mapper and other miscellaneous RPC services.

Schedule service

The Schedule service must be running if the AT command is to be used.   The AT command can be used to schedule commands and programs to run on a computer at a specified time and date.

Server service

Provides remote procedure call (RPC) support, and file, print, and named pipe sharing.

Spooler service

Provides print spooler services.

UPS service

Manages an uninterruptible power supply connected to this computer.

Workstation service

Provides network connections and communications.

Sending a Message to Connected Users

Use the Send Message command to send a message to all users who are connected to a computer.   You may want to do this before you administer the computer with Server Manager, particularly if you will be disconnecting one or more users, or if you will be stopping the Server service on that computer.

To send a message to connected users

1. Select a computer from the list in the Server Manager Window.

2. From the Computer menu, choose Send Message.

3. Type your message in the Message box.

4. Choose the OK button.

Promoting a Backup Domain Controller to Primary Domain Controller

To promote a backup domain controller to primary domain controller

1. Select a backup domain controller from the list of computers in the Server Manager window.   Choose a computer that is capable of reliably handling high network traffic loads.

2. From the Computer menu, choose Promote To Primary Domain Controller.

   If it is available, the former primary domain controller is demoted to backup domain controller status.

Demoting a Primary Domain Controller to Backup Domain Controller

Usually, when a server is promoted to primary domain controller, no special action needs to be taken to demote the former primary domain controller to backup domain controller status, because the system does this automatically.

However, if a server is promoted to primary domain controller while the existing primary domain controller is unavailable (for example, if it is being repaired), and if the former primary domain controller later returns to service, you must demote it.

To demote a primary domain controller to backup domain controller

1. Select the former primary domain controller from the list of computers in the Server Manager window.

   On the Computer menu, the Promote To Primary Domain Controller command changes, becoming the Demote To Backup Domain Controller command.

2. From the Computer menu, choose Demote to Backup Domain Controller.

See Also

Promoting a Backup Domain Controller to Primary Domain Controller

Synchronizing a Backup Domain Controller with the Primary Domain Controller

Synchronization is usually done automatically by the system, but if the security database on a Windows NT Server computer becomes unsynchronized, or if a LAN Manager 2.x server is unable to establish network connections, there is a manual way to correct the situation.   It is rarely necessary.

(Note that you can synchronize a LAN Manager 2.x server only with a LAN Manager 2.x primary domain controller; you cannot synchronize a LAN Manager 2.x server with a Windows NT Server primary domain controller.)

To synchronize a backup domain controller with the primary domain controller

1. Select the server from the list in the Server Manager window.

2. From the Computer menu, choose Synchronize with Primary Domain Controller.

See Also

Synchronizing All Servers of the Domain

Synchronizing All Servers of the Domain

Synchronizing is usually done automatically by the system, but if the security database becomes unsynchronized between the primary domain controller and the other domain servers, there is a manual way to correct the situation.   It is rarely necessary.   It can take a substantial amount of time to complete.

To synchronize all the servers of the domain

1. Select the primary domain controller from the list in the Server Manager window.

2. From the Computer menu, choose Synchronize Entire Domain.

   The domain's security database is replicated from the primary domain controller to all the servers of the domain.

See Also

Synchronizing a Server with the Primary Domain Controller

Adding a Computer to the Domain

To add a computer to a domain, you must be logged on to a user account that is a member of the Administrators, Domain Admins, or Account Operators group of that domain.

To add a computer to a domain

1. From the Computer menu, choose Add To Domain.

2. In the Add Computer to Domain dialog box, select either the Windows NT Workstation or Server option or the Windows NT Primary or Backup option.

3. Type the computer name in the Computer Name box.

4. Choose the Add button.

   In the domain's security database, an account is added for that computer name.

5. Choose the Close button.

   The computer is added to Server Manager's list.   However, until the computer joins the domain (as described in step 6), in Server Manager's list the computer's icon is dimmed and its version number and description are absent.

6. After a computer has been added, instruct the user of that computer to join the domain.

   For workstations and servers this can be done either while installing Windows NT on the computer, or after installation using the Network option of that computer's Control Panel.   For domain controllers, this can only be done during installation.

Note: Treat an added computer name as a security element.   Until the intended computer joins the domain, it is possible for a user to give a different computer that computer name, and then have it join the domain using the computer account you have just created.   If the added computer is a server, when it joins it receives a copy of the domain's security database.

See Also
Add To Domain

Removing a Computer from the Domain

After a computer is removed from a domain, it can no longer participate in domain security. The computer's account is deleted from the domain's security database.

To remove a computer from the domain

1. Select a computer from the list in the Server Manager window.

   Do not select the primary domain controller.   It cannot be removed.

2. From the Computer menu, choose Remove From Domain.

3. Instruct the user of that computer to remove this domain name from the Network option in Control Panel, and to enter (as appropriate) another domain name or workgroup name.

Changing a Computer Name

To change a computer name

1. From the Computer menu, choose Add To Domain and complete the Add Computer To Domain dialog box, specifying the new <u>computer name</u>.

2. Instruct the user of that computer to change the computer name in the Network option in Control Panel.

3. Select the old computer name from the list in the Server Manager window, and then from the Computer menu, choose Remove From Domain.

See Also

<u>Adding a Computer to the Domain</u>

<u>Removing a Computer from the Domain</u>

Services

Use the Services dialog box to start, stop, pause, or continue each of the services available on the selected computer, and to pass startup parameters to the service.   For more information, choose one of the following buttons.

▭ Service
▭ Status
▭ Startup
▭ Start button
▭ Stop button
▭ Pause button
▭ Continue button
▭ Startup button
▭ Startup Parameters

See Also

Starting and Stopping Services

Configuring Service Startup

The Default Services

Service

One service at a time can be selected. Once selected, a service can be stopped, started, paused, continued, or configured for startup.

Status

The status of a service can be:
- Started
- Paused
- Stopped (represented by a blank entry)

Startup

The startup type of a service can be
- Automatic (service starts every time the system starts)
- Manual (service can be started by a user or a dependent service)
- Disabled (service cannot be started)

Start button

▸ To start a service that is stopped, select the service, and then choose the Start button.

Optionally, to pass startup parameters to the service, type text in the Startup Parameters box before choosing the Start button.

Stop button

▸   To stop a service that is running, select the service, and then choose the Stop button. If another service is dependent on the service you stop, you will be warned before the action completes.

  Note: Because stopping the Server service disconnects all remote connected users, warn users before stopping that service.   Also, once the Server service is stopped, that computer can no longer be remotely administered, and its Server service can only be restarted locally.

Pause button

To pause a service that is running, select the service, and then choose the Pause button.

Continue button

To return to normal operation a service that has been paused, select the service, and then choose the Continue button.

Startup button

To configure service startup you must be logged on to a user account that has membership in the Administrators local group.

▭   To specify the startup type of a service or to assign a logon account to a service, select the service, choose the Startup button, and complete the dialog box that appears.

Startup Parameters

To pass startup parameters to a service, select the service, type the parameters in the Startup Parameters box, and then choose the Start button. Backslashes are treated as an escape character. You must type two backslashes for each backslash in a parameter.

Service Startup

Use the Service Startup dialog box to configure when and how the service is started, and to specify the user account the service uses to log on.   For more information, choose one of the following buttons.

▭ Startup Type
▭ Automatic
▭ Manual
▭ Disabled
▭ Log On As
▭ System Account
▭ This Account
▭ Browse button
▭ Password and Confirm Password

See Also

Configuring Service Startup

Assigning a Logon Account to the Directory Replicator Service

Assigning a Logon Account to the Schedule Service

The Default Services

Startup Type

To specify the startup behavior of the service, choose Automatic, Manual, or Disabled.

Automatic

Automatic services start every time the system starts.

Note: The Server service will not start automatically unless the computer has at least 12MB of random-access memory.

Manual

Manual services can be started by a user or by a dependent service.

Disabled

Disabled services cannot be started by users, nor by dependent services.

Log On As

When services start, they log on.

Most services must log on to the system account.   Usually, of the default services provided with Windows NT only the Directory Replicator and Schedule services log on using other user accounts.

System Account

When services start, they log on.   Most services must log on using the system account.

This Account

Select this option to assign a logon user account to a service.

When services start, they log on.   Although most services must log on to the system account, some services can be configured to log on to special user accounts.   (Usually, of the default services provided with Windows NT, only the Directory Replicator and Schedule services will be configured in this manner.)

A user account used to log on a service should be created in User Manager specifically for that purpose.   Make certain that the user account has the Password Never Expires option selected, and has membership in the appropriate groups.   The particular group memberships assigned will depend on the operations that must be accomplished by the service.

Browse button

▭   To specify the user account the service will log on to, select This Account, choose the Browse button, and then complete the Add User dialog box that appears.

Password and Confirm Password

In the Password box, type the password for the user account entered in This Account box.   Type the same password in the Confirm Password box.

This is the password that was assigned to the user account in User Manager. Remember, passwords are case sensitive.

Stopping Dependent Services

The listed services are dependent on the service that you are stopping.   If you choose the OK button, both the selected service and its dependent services will be stopped.

Properties

Use the Properties dialog box to view and manage the server properties of the selected computer.   For more information, choose one of the following buttons.

▭ Usage Summary
▭ Sessions
▭ Open Files
▭ File Locks
▭ Open Named Pipes
▭ Description
▭ Users button
▭ Shares button
▭ In Use button
▭ Replication button
▭ Alerts button

See Also

Managing Server Properties

Usage Summary

This box contains summaries of connections and resource usage for the selected computer.

Sessions

The number of users remotely connected to the computer.

Open Files

The number of files opened by connected users.

File Locks

The number of file locks by connected users.

Open Named Pipes

The number of open named pipes.

A named pipe is an interprocess communication mechanism that allows one process to communicate with another local or remote process.

Description

The description can be any text.   It might typically contain such information as the location of the computer, the name of the computer's user, the user's telephone extension, the brand or model of the computer, or a description of the computer's function.

The description is an optional entry and can be left blank.

Users button

Choose the Users button to view a list of all the users connected over the network to the computer, and for one selected user, a list of all open resources.

Optionally, you can disconnect one or all of the users who are connected to the computer.

Shares button

Choose the Shares button to view a list of the computer's shared resources, and for one selected resource, a list of all the connected users.   Optionally, you can disconnect one or all of the users who are connected to the computer.

Note: To share directories or manage shared directories, use the Shared Directories command from Server Manager, or use File Manager.   To share printers or manage shared printers, use Print Manager.

In Use button

Choose the In Use button to view a list of the computer's open shared resources. Optionally, you can close one open resource or all open resources.

Replication button

Directory replication exports copies of selected directories and files from this computer for storage on other computers, and imports selected directories and files from other computers for storage on this computer.   Servers running Windows NT Server can export and import.   computers running Windows NT Workstation can only import.
▭   Choose the Replication button to manage directory replication for the computer.   For a server, also choose the Replication button to specify the path to user logon scripts.

Alerts button

Administrative alerts are generated by the system and relate to server and resource use. They warn about security and access problems, user session problems, server shutdown because of power loss when the UPS service is available, and printer problems.   For example, an alert is generated when disk space becomes low.   You can determine which users and computers are notified when administrative alerts occur at the computer.
▭   Choose the Alerts button to view and manage the list of users and computers that are notified when administrative alerts occur at the computer.

User Sessions

Use the User Sessions dialog box to view a list of all the users connected over the network to the computer, and a list of all the resources opened by a selected user.   Optionally, you can disconnect one or all of the users connected to the computer.   For more information, choose one of the following buttons.

▭ Connected Users
▭ Computer
▭ Opens (for Connected User)
▭ Time (for Connected User)
▭ Idle
▭ Guest
▭ Number of Connected Users
▭ Resource
▭ Opens (for Resource)
▭ Time (for Resource)
▭ Disconnect button
▭ Disconnect All button

See Also

Viewing User Sessions

Special Shares

Connected Users

This column lists the users who are connected to the computer over the network.

Each entry consists of a user account icon, followed by a user name.   In some cases the user's computer name may be displayed instead of the user name.

Computer

The computer name of the connected user's computer.

Opens

The number of resources opened on this computer by this user.

Time

The hours and minutes that have elapsed since this session was established.

Idle

The hours and minutes that have elapsed since this user last initiated an action.

Guest

Whether this user is connected to this computer as a guest.   Shown as Yes or No.

Connected Users

The total number of users remotely connected to the computer.

Resource

This column lists the shared resources to which the selected user is connected.   Each entry consists of an icon indicating the type of resource, followed by the share name. A shared resource could be:

A shared directory
A named pipe
A shared printer
A communication-device queue (Microsoft LAN Manager servers only)
A resource of an unrecognized type

In some cases, a connection to a printer is monitored here as a connection to a named pipe.

Opens

For the selected user, the number of opens from the listed resource.

Time

The hours and minutes that have elapsed since this user first connected to the shared resource.

Disconnect button

To disconnect one user from the computer, select a user name from the Connected Users list, and then choose Disconnect.

Warn users before disconnecting them.   If you do not, they may lose data.

Note: While you are remotely administering another computer, your user account is listed as a user connected to the IPC$ resource.   It will not be disconnected.

Disconnect All button

To disconnect all users from the computer, choose Disconnect All.
Warn users before disconnecting them.   If you do not, they may lose data.

Note: While you are remotely administering another computer, your user account is listed as a user connected to the IPC$ resource.   It will not be disconnected.

Shared Resources

Use the Shared Resources dialog box to view a list of the shared resources available on the computer, and for a selected resource, a list of connected users.   Optionally, you can disconnect one or all of the users connected to the computer.

Note: To share directories or manage shared directories, use the Shared Directories command from Server Manager, or use File Manager.   To share printers or manage shared printers, use Print Manager.

For more information, choose one of the following buttons.

▭ Sharename
▭ Uses
▭ Path
▭ Connected Users
▭ Time
▭ In Use
▭ Number of Connected Users
▭ Disconnect button
▭ Disconnect All button

See Also

Viewing Shared Resources

Special Shares

Sharing a Directory

Managing Properties for a Shared Directory

Stopping Directory Sharing

Sharename

This column lists the shared resources available on the computer.   Each entry consists of an icon representing the type of shared resource, followed by the share name.   A shared resource could be:

A shared directory
A named pipe
A shared printer
A communication-device queue (Microsoft LAN Manager servers only)
A resource of an unrecognized type

In some cases, a connection to a printer is monitored here as a connection to a named pipe.

Uses

The number of connections to the shared resource.

Path

The path of the shared resource.

Connected Users

This column lists the users who are connected to the selected shared resource.   Each entry consists of a user account icon, followed by a user name.   In some cases the user's computer name may be displayed instead of the user name.

Time

The hours and minutes that have elapsed since the user first connected to the selected shared resource.

In Use

Whether the user currently has a file open from the selected shared resource (shown as Yes or No).

Connected Users

The total number of users connected to the selected shared resource.

Disconnect button

To disconnect one user from all shared resources, select the user name from the list of Connected Users, and then choose Disconnect.

Warn users before disconnecting them.   If you do not, they may lose data.

Note: While you are remotely administering another computer your user account is listed as a connected user for the IPC$ share.   It will not be disconnected.

Disconnect All button

To disconnect all users from all shared resources, choose Disconnect All. Warn users before disconnecting them.   If you do not, they may lose data.

Note: While you are remotely administering another computer your user account is listed as a connected user for the IPC$ share.   It will not be disconnected.

Open Resources

Use the Open Resources dialog box to view a list of the computer's open shared resources. Optionally, you can close one open resource or all open resources.   For more information, choose one of the following buttons.

▭ Open Resources
▭ File Locks
▭ Opened By
▭ For
▭ Locks
▭ Path
▭ Refresh button
▭ Close Resource button
▭ Close All Resources button

See Also

Viewing Resources In Use

Special Shares

Sharing a Directory

Managing Properties for a Shared Directory

Stopping Directory Sharing

Open Resources

The total number of resources that are open on the computer.

File Locks

The total number of file locks on open resources.

Opened By

This column lists the computer's open resources.   Each entry consists of an icon representing the type of resource, followed by the user name (or sometimes the computer name) of the user who has opened the resource.   An open resource could be:

A file

A named pipe

A print job in a print spooler

A communication-device queue (Microsoft LAN Manager servers only)

A resource of an unrecognized type

In some cases, a print job is shown here as an open named pipe.

For

The permission granted when the resource was opened.

Locks

The number of locks on the resource.

Path

The path of the open resource.

Refresh button

To update the display with current information. choose the Refresh button.

Close Resource button

To close one resource, select a resource from the list of open resources, and then choose the Close Resource button.

Warn connected users before closing resources.   If you do not, they may lose data.

Note: While you are remotely administering another computer your connection is displayed here as an open named pipe.   It will not be closed.

Close All Resources button

To close all resources that are open on the computer, choose the Close All Resources button.

Warn connected users before closing resources.   If you do not, they may lose data.

Note: While you are remotely administering another computer your connection is displayed here as an open named pipe.   It will not be closed.

Password

You must provide a valid password to administer a LAN Manager 2.x server that is using share-level security.

Alerts

Use the Alerts dialog box to view and manage the list of users and computers that are notified when administrative alerts occur at the selected computer.   Administrative alerts are generated by the system, and relate to server and resource use.   They warn about security and access problems, user session problems, server shutdown because of power loss when the UPS service is available, and printer problems.

For alerts to be sent, the Alerter and Messenger services must be running on the computer originating the alert.   For alerts to be received, the Messenger service must be running on the destination computer.   For more information, choose one of the following buttons.

▭ New Computer or User name
▭ Send Administrative Alerts To
▭ Add button
▭ Remove button

See Also

Managing Administrative Alerts

New Computer Or User Name

To add a user or computer to the list of alert recipients, type the user name or computer name in the New Computer Or User name box, and then choose the Add button.

Send Administrative Alerts To

This box lists the computers and users who are notified when administrative alerts occur at this computer.

Add button

To add a user or computer to the list of alert recipients, type the user name or computer name in the New Computer Or User name box, and then choose the Add button.

Remove button

To remove a user or computer from the list of alert recipients, select the user name or computer name in the Send Administrative Alerts To box, and then choose the Remove button.

Send Message

Use the Send Message dialog box to send a message to all users who are connected to the selected computer.   You may want to do this before you administer the computer with Server Manager, particularly if you will be disconnecting one or more users, or if you will be stopping the Server service on that computer.

For a message to be sent and received, the Messenger service must be running on the computer sending the message and on the computers receiving the message.

Message

In the Message box, type the text of your message.

See Also

<u>Sending a Message to Connected Users</u>

Add Computer to Domain

Before a Windows NT computer can be a domain member and participate in domain security, it must be added to the domain.   Computers that are added to a domain are given accounts in the domain's security database.   There are three ways to add computers to a domain, but only one of them requires Server Manager.   That method uses the Add Computer To Domain dialog box.

▭   A computer can be added to a domain during installation of Windows NT, but only when the installation is performed by a domain Administrator.

▭   An Administrator can add an existing Windows NT computer to a domain using the Network option of that workstation's Control Panel.

▭   Or, an Administrator or an Account Operator can use Server Manager's Add Computer To Domain dialog box to add a computer account to the domain's security database.   Then the computer's user must have the computer join the domain under that computer account. This can be accomplished by a user as part of Windows NT installation; or, for any computer other than a primary or backup domain controller, after installation by using the Network option in Control Panel.

Note: Treat the added computer name as a security element.   Until the intended computer joins the domain, it is possible for a user to give a different computer that computer name, and then have it join the domain using the computer account you have just created.   If the added computer is a server, when it joins it receives a copy of the domain's security database.

For more information, choose one of the following buttons.

▭ Windows NT Workstation or Server
▭ Windows NT Primary or Backup
▭ Computer Name
▭ Add button

See Also

Adding a Computer to the Domain

Windows NT Workstation or Server

If the computer runs Windows NT Workstation, or runs Windows NT Server but is not a primary or backup domain controller, select this option.

Windows NT Primary or Backup

If the computer is a domain controller with Windows NT Server installed, select this option.

Computer Name

A unique name of up to 15 characters by which the computer will be known to the network. The name cannot be the same as any other computer or domain name in the network.

You can type a name using both uppercase and lowercase characters, but the name is displayed in uppercase, and Windows NT stores the name in uppercase.

Add button

Adds the computer name to the domain's security database.

Select Domain

When Server Manager starts, it displays your logon domain.   Use the Select Domain command to display a different domain, a Windows NT workgroup, or an individual computer.

For more information, choose one of the following buttons.

▭ Domain
▭ Select Domain
▭ Low Speed Connection

See Also

Selecting a Domain

Using Low Speed Connection

Who Can Use Server Manager?

Domain

▭ To display a domain, type the *domainname* in the Domain box and then choose the OK button.

To display a Windows NT workgroup, type the *workgroupname* in the Domain box and then choose the OK button.

To display only one computer, type the *computername* (precede computer names with two backslashes) and then choose the OK button.

Select Domain

To display one of the listed domains, select that domain name from the Select Domain list and then choose the OK button.

Low Speed Connection

When selecting a domain, workgroup, or computer that communicates with your computer across a connection providing relatively low transmission rates, select the Low Speed Connection option.   This option prevents automatic refreshes of the Server Manager screen, which may be time consuming when performed across low speed connections. (These refreshes occur automatically after some Server Manager functions, such as changing computer properties, managing services, or promoting a server to primary domain controller.)   When the Low Speed Connection option is selected, the Server Manager screen can still be refreshed manually by choosing the Refresh command from the View menu.

For example, from a server running Windows NT Server you might administer a remote Windows NT Workstation computer that is running the Microsoft Windows NT Remote Access Service and is connected to the network by a modem over telephone lines.   When entering the computer name in Server Manager's Select Domain dialog box, you should select the Low Speed Connection option.

Low Speed Connection can also be selected (or cleared) by choosing the Low Speed Connection command from the Options menu.

Add User

Use the Add User dialog box to select the user account the service will use to log on.

This should be a user account created in User Manager specifically for logging on the service.   Make certain that the user account has the Password Never Expires option selected, and has membership in the appropriate groups.   The particular group memberships assigned will depend on the operations that must be accomplished by the service.   Usually, of the default services provided with Windows NT, only the Directory Replicator and Schedule services have a user account assigned in this manner.

For more information, choose one of the following buttons.
▭ List Names From
▭ Names
▭ Add button
▭ Search button
▭ Add Name

List Names From

The List Names From box shows the domain or computer from which the user account can be selected.   The groups of that domain or computer are listed in the Names box.

When an asterisk (*) appears next to a domain or computer name in the List Names From box, it indicates that the local groups of that domain or computer can be listed in the Names box.   When the asterisk is absent, it indicates that local groups cannot be listed.

▭   To change the selected domain or computer, select a domain name or computer name from the list in the List Names From box.

Names

Lists the user accounts of the domain or computer selected in the List Names From box.

Add button

After a name is selected from the Names list, choosing Add places that name in the Add Name list.

Search button

To search for a particular user account, choose the Search button and complete the dialog box that appears.

Add Name

A user account can be added to this box by typing its name in the box; by selecting it from the Names box and choosing the Add button; or by choosing the Search button and completing the dialog box that appears.

▭   To have the service log on using the account displayed in the Add Name list, choose the OK button.

Local Group Membership

The Local Group Membership dialog box lists the user accounts and global groups that are members of the selected local group.

Members Of

▭   To add user accounts or global groups to the Add Names list in the Add User dialog box, here in the Local Group Membership dialog box select one or more names from the Members Of list, and then choose the OK button.

Members Button

▭   To list the members of a global group (that is itself a member of this local group), select the global group from the Members Of list, and then choose the Members button.

Global Group Membership

The Global Group Membership dialog box lists the user accounts that are members of the selected global group.

Members Of

To add user accounts to the Add Names list in the Add User dialog box, here in the Global Group Membership dialog box select one or more names from the Members Of list, and then choose the OK button.

Verify Synchronization

Synchronize with Primary Domain Controller reestablishes the computer's account password on both that computer and the primary domain controller.   This is usually done automatically by the system, but if the computer becomes unsynchronized and is unable to establish network connections, this is a manual way to correct the situation.   It is rarely necessary.

Verify Domain Synchronization

Synchronize Entire Domain replicates the domain's security database from the primary domain controller to all the servers in the domain.   This is usually done automatically by the system, but if the databases become unsynchronized, this is a manual way to correct the situation.   It is rarely necessary.   It can take a substantial amount of time to complete.

Cannot Find Domain Controller

The domain controller for the specified domain could not be found.   You may have entered an incorrect domain name, the domain controller may be currently unavailable to the network, or the specified domain may not exist.

Warning, No Primary Domain Controller

The primary domain controller for this domain cannot be found.   Usually, during a promotion the domain security database of the old primary domain controller is replicated to the new primary domain controller.   Then the old primary domain controller is demoted to server status.   This ensures that the new primary domain controller receives the domain's latest security database.

If you proceed with the promotion at this time, this server's existing copy of the domain security database will be used.   It may or may not be up-to-date.   If you expect the primary domain controller to be available soon, it is a good idea to wait and to promote this server at that time.

Verify Role Change

During a promotion, the domain security database from the old primary domain controller is replicated to the new primary domain controller.   Then the old primary domain controller is demoted to backup domain controller status.   This operation can take several minutes.

Changing the role of a server ends all client connections to that server, including Remote Access connections.

If you are currently working at a computer that is connected to the network through a Remote Access connection, and either the server you want to promote or the current primary domain controller is the Remote Access server for your current connection, then you cannot change the server's role successfully. This is because your Remote Access connection will be ended before the operation is complete.

If this is the case, you should end your current Remote Access connection and reconnect, using another Remote Access server. Or wait and perform this action when you are not using a Remote Access connection.

Close Resources

Closing resources can result in loss of data.   It is a good idea to send a warning to connected users before closing resources.

See Also

Sending a Message to Connected Users

Close

Closing resources can result in loss of data.   It is a good idea to send a warning to connected users before closing resources.

See Also

Sending a Message to Connected Users

Disconnect

Disconnecting users can result in loss of data.   It is a good idea to send a warning to connected users before disconnecting them.

See Also

Sending a Message to Connected Users

Directory Replication

Use the Directory Replication dialog box to manage replication properties for the computer, and to specify a local path to user logon scripts.   For more information, choose one of the following buttons.

- Do Not Export
- Export Directories
- Manage button (under Export Directories)
- From Path
- To List
- Do Not Import
- Import Directories
- Manage button (under Import Directories)
- To Path
- From List
- Add button
- Remove button
- Logon Script Path

See Also

Managing Export Replication

Managing Import Replication

Setting the Logon Script Path

Assigning a Logon Account to the Directory Replicator Service

Do Not Export

Prevents replication from this computer.   Subdirectories are not exported.

Export Directories

Enables replication from this computer.   Subdirectories of the From Path are exported.

Manage button (under Export Directories)

Displays the Manage Exported Directories dialog box, where export locks can be added or removed, and export stabilization and subtree export can be enabled or disabled.

From Path

A local path to a directory from which subdirectories and files are exported.

The default From Path is *systemroot*\SYSTEM32\REPL\EXPORT.   Usually, you will not need to change the default From Path.

To List

Subdirectories are exported from this export server to the domains and computers of the To List.

By default, the To List contains a blank entry and this computer automatically exports to the local domain.   If any entries are added to the To List, the local domain is no longer exported to.   If necessary, the domain name must be explicitly added to the To List.

Replication to a domain name does not always succeed when some or all import computers of that domain are located across a wide area network (WAN) bridge from this export server.   In this situation, you must explicitly add the computer names of those import computers to the To List.

Do Not Import

Prevents replication to this computer.   Subdirectories are not imported.

Import Directories

Allows replication to this computer.   Subdirectories are imported.

Manage button (under Import Directories)

Displays the Manage Imported Directories dialog box, where import locks can be added or removed.

To Path

A local path to a directory in which imported subdirectories and files are stored.

The default To Path is *systemroot*\SYSTEM32\REPL\IMPORT.   Usually, you will not need to change the default To Path.

From List

Subdirectories are replicated to this import computer from the domains and computers of the From List.

By default, the From List contains a blank entry and this computer automatically imports from the local domain.   If any entries are added to the From List, the local domain is no longer imported from.   If necessary, the domain name must be explicitly added to the From List.

Replication from a domain name does not always succeed when export servers of that domain are located across a wide area network (WAN) bridge from this import computer. In this situation, you must explicitly add the computer names of those export servers to the From List.

Add button

Displays the Select Domain dialog box.

The Add button under Export Directories is used to add a computer name or domain name to the To List.

The Add button under Import Directories is used to add a computer name or domain name to the From List.

Remove button

Removes a selected computer name or domain name from the list.

The Remove button under Export Directories is used to remove a computer name or domain name from the To List.

The Remove button under Import Directories is used to remove a computer name or domain name from the From List.

Logon Script Path

A local path to a directory where logon scripts are stored.   When a server authenticates a logon request and that user account has a logon script assigned, the system locates the logon script by combining the local path specified here, with a filename (and optionally a relative path) specified in User Manager.

For a domain, master copies of every logon script should be stored under one replication export directory of a primary or backup domain controller.   Copies of these logon scripts should be replicated to the other servers of the domain.   Then, for every other domain controller, the local path to imported logon scripts should be entered here, in the Logon Script Path box.

Usually, you will enter a path to a \SCRIPTS subdirectory of the replication To Path.   For example, *systemroot*\SYSTEM32\REPL\IMPORT\SCRIPTS.

An entry is required.   Do not enter a blank in the Logon Script Path box.

Directory Replication

Use the Directory Replication dialog box to manage replication properties for the computer. For more information, choose one of the following buttons.

▭ Do Not Import
▭ Import Directories
▭ Manage button
▭ To Path
▭ From List
▭ Add button
▭ Remove button

See Also

Managing Import Replication

Assigning a Logon Account to the Directory Replicator Service

Add button

Displays the Select Domain dialog box.   Used to add a computer or domain to the From List.

Remove button

Removes a selected computer or domain from the From List.

Manage Exported Directories

Use the Manage Exported Directories dialog box to add or remove export locks, and to enable or disable export stabilization and subtree export.

For more information, choose one of the following buttons.

- Export Path
- Subdirectory
- Locks
- Stabilize
- Subtree
- Locked Since
- Export Settings For
- Add Lock button
- Remove Lock button
- Wait Until Stabilized
- Entire Subtree
- Add button
- Remove button

Export Path

The path to the directory from which subdirectories and files are exported.

Subdirectory

A list of the subdirectories that are exported from this computer.

When a subdirectory is created in the export path (using File Manager or the command prompt), it is automatically added to this list.

Locks

The number of locks applied to the subdirectory.

A lock prevents subdirectory export, and more than one lock might be applied to a subdirectory.   Export occurs only if this column has a value of zero.

Stabilize

Yes indicates that all files and subdirectories in that subdirectory tree must be stable (cannot be changed) for two minutes (or more) before replication can occur.   No indicates that each file can be replicated as soon as it is changed.

The default is No.   To change this setting, use the Wait Until Stabilize check box.

Subtree

Yes indicates that the entire subdirectory tree will be exported.   No indicates that only the first-level subdirectory will be exported.

The default is Yes.   To change this setting, use the Entire Subtree check box.

Locked Since

The date and time that the oldest lock was placed on this subdirectory.

Export Settings For

Shows the name of the selected subdirectory.

Add Lock button

Adds a lock to the selected subdirectory, preventing export.

Remove Lock button

Removes a lock from the selected subdirectory.   Export only occurs when a subdirectory has zero locks.

Wait Until Stabilized

If selected, no changes can occur for two minutes (or more) to any subdirectory or file in the selected subdirectory tree before replication can occur.   Helps to eliminate partial replication.   If cleared, each file can be replicated as soon as it is changed.

This setting is reflected in the Stabilize column.

Entire Subtree

If selected, the first-level export subdirectory and its files will be exported, along with all its subdirectories and their files.   If cleared, only the first-level export subdirectory and its files will be exported.

This setting is reflected in the Subtree column.

Add button

Displays the Add Subdirectory dialog box, used to add new subdirectories to the list of exported subdirectories.

However, this is usually unnecessary because it only adds an entry to the list, and does not actually create the subdirectory.   When a subdirectory is created in the export path (using File Manager or the command prompt), it is automatically added to the list.

Remove button

Removes the selected subdirectory from the list of exported subdirectories.

However, this is usually unnecessary because it only removes the entry in the list, not the actual subdirectory.   If that subdirectory still exists in the export path, it will still be exported and will later reappear in this list.

Manage Imported Directories

Use the Manage Imported Directories dialog box to add or remove import locks.   For more information, choose one of the following buttons.

- Import Path
- Subdirectory
- Locks
- Status
- Last Update
- Locked Since
- Import Settings For
- Add Lock button
- Remove Lock button
- Add button
- Remove button

Import Path

The path to the directory in which replicated subdirectories and files are stored.

Subdirectory

A list of the replicated subdirectories that are imported to this computer.

A subdirectory is automatically imported if it is exported by one of the export servers or domains in the From List of the Directory Replication dialog box.   If it is imported, it is automatically added to this list.

Locks

A lock prevents import to the subdirectory.   More than one lock might be applied to a subdirectory.   Import to a subdirectory only occurs if this column has a value of zero.

Status

- "OK" indicates that the subdirectory is receiving regular updates from an export server and the imported data is identical to that exported.
- "No Master" indicates that the subdirectory is not receiving updates.   The export server might not be running, or the export server might have stopped exporting updates.
- "No Sync" indicates that the subdirectory has received updates, but the data is not up to date.   This could be due to a communications failure, open files on the import computer or export server, the import computer not having access permissions at the export server, or an export server malfunction.
- A blank entry indicates that replication has never occurred for that subdirectory. Replication may not be properly configured for this import computer, for the export server, or both.

Last Update

The date and time that the last update was made to a file in this import subdirectory, or in its subtree.

Locked Since

The date and time that the oldest lock was placed on this subdirectory.

Import Settings For

Shows the name of the selected subdirectory.

Add Lock button

Adds a lock to the selected subdirectory, preventing import.

Remove Lock button

Removes a lock from the selected subdirectory.   Import only occurs when a subdirectory has zero locks.

Add button

Displays the Add Subdirectory dialog box, used to add new subdirectories to the list of imported subdirectories.

However, this is usually unnecessary because this only adds an entry to the list, and does not create the actual subdirectory.   When a subdirectory is exported by one of the export servers or domains in the From List of the Directory Replication dialog box, it is automatically imported and added to this list.

Remove button

Removes the selected subdirectory from the list.

However, this is usually unnecessary, because this only removes the entry from the list, and does not remove the actual subdirectory.   If that subdirectory is exported by one of the export servers or domains in the From List of the Directory Replication dialog box, it will still be imported and will later reappear in this list.

Add Subdirectory

Use the Add Subdirectory dialog box to add a subdirectory to the Subdirectory list.

However, this is usually unnecessary, since this action only adds an entry to the list and does not create the actual subdirectory.   Instead, use File Manager or the command prompt to create export subdirectories on export servers.   On import computers, imported subdirectories are automatically created the first time they are received from an exporting server.

Path

This is either the import path or the export path.

Subdirectory Name

▭   To add a subdirectory to the list, type its name in the Subdirectory Name box, and then choose the OK button.

Select Domain

Use the Select Domain dialog box to select a domain or a computer to be added to the replication From List or the replication To List.

Replicating to or from a domain name is a convenient way to set up directory replication between many computers, because each export server and import computer can specify only a few domain names for export or import, rather than a long list of many computer names.

Domain

This box displays the current domain.   You can type a *domainname* or a *\\computername* here.

Select Domain

This box lists the available domains.   If you double-click on a domain name, the computers in that domain are listed.   You can select one of the listed domains or computers.

Shared Directories

A shared directory can be accessed by network users.   Use the Shared Directories dialog box command to share, stop sharing, modify properties of, and manage permissions for shared directories.   For more information, choose one of the following buttons.

▭ Shared Directories On
▭ New Share button
▭ Properties button
▭ Stop Sharing button

See Also

Sharing a Directory

Managing Properties for a Shared Directory

Stopping Directory Sharing

Special Shares

Viewing Shared Resources

Viewing Resources In Use

Shared Directories On

This box lists the shared directories of the computer, and shows the path of each.

The list consists of those resources that have been shared by a user or an administrator, plus any special shares that may have been created by the system (for example, A$, B$, C$, ADMIN$, IPC$, NETLOGON, PRINT$ or REPL$).

New Share button

To share a directory, select the New Share button and complete the New Share dialog box that appears.

Properties button

To view or manage the properties of a shared directory, select the shared directory from the Share Directories On list, choose the Properties button, and then complete the Share Properties dialog box that appears.

Stop Sharing button

To stop sharing a directory, select the shared directory from the Share Directories On list, and then choose the Stop Sharing button.

The directory itself is not removed, but it is no longer shared and can no longer be accessed by network users.

New Share

Use the New Share dialog box to share a directory.   A shared directory can be accessed by network users.   For more information, choose one of the following buttons.

▭ Share Name
▭ Path
▭ Comment
▭ User Limit
▭ Maximum Allowed
▭ Allow
▭ Users
▭ Permissions button

See Also

Sharing a Directory

Setting Permissions for a Shared Directory

Share Name

The name used to identify and connect to this share.   Share names can have up to 12 characters.

If computers running MS-DOS will be connecting to this share, share names should be limited to 8 characters, optionally followed by a period and up to 3 more characters.

Path

The path of a local directory to be shared.   For example, you might type **c:\sales\ budgets**.

Comment

Any text describing the shared directory.   Users see this comment when connecting to the shared directory using File Manager.

This is an optional entry.

User Limit

Defines the maximum number of users who can connect to the shared directory at one time.

Maximum Allowed

There is no limit on connections to this shared directory. There may be a limit, however, on how many users can connect to this computer overall.

Allow

Only the number of users specified in the Users box can connect at one time to the shared directory.

Users

The maximum number of network users who can connect at one time to the shared directory.

Permissions button

Permissions determine which users are allowed to access the shared directory, and the type of access those users are allowed.   The default is to grant Full Control to Everyone.
        To manage permissions for the shared directory, choose Permissions and complete the Access Through Share Permissions dialog box that appears.

Share Properties

Use the Share Properties dialog box to view and manage the path, comment, user limit, or permissions for the selected shared directory.   For more information, choose one of the following buttons.

▭ Share Name
▭ Path
▭ Comment
▭ User Limit
▭ Maximum Allowed
▭ Allow
▭ Users
▭ Permissions button

See Also

Managing Properties for a Shared Directory

Setting Permissions for a Shared Directory

Special Shares

Viewing Shared Resources

Viewing Resources In Use

Share Name

The name of the selected shared directory.

Access Through Share Permissions

Share permissions determine which users are allowed to access a shared directory, and the type of access those users are allowed.   These permissions control network access to the shared directory, its subdirectories, and their files.   Share permissions are effective only when the shared directory is accessed over the network.

Permissions set on a share that is on an NTFS volume operate in addition to NTFS permissions set on the directory itself.   On NTFS volumes, share permissions specify the maximum access possible, while directory and file permissions specify the maximum access allowed.   For NTFS volumes it is usually better to restrict access by managing the permissions set on directories and files, rather than the permissions set on shares.

Use the Access through Share Permissions dialog box to add, remove, or change share permissions assigned to groups or user accounts.   For more information, choose one of the following buttons.

▭ Share Name
▭ Owner
▭ Name
▭ Type of Access
▭ Add button
▭ Remove button

See Also

Types of Access Permissions

Setting Permissions for a Shared Directory

Share Name

The shared directory for which permissions are being managed.

Owner

The owner of the shared directory.

Name

The Name box lists the groups and user accounts granted permissions for this shared directory, and shows the type of access granted to each.

Type Of Access

The Type Of Access box lists the permissions that can be granted to the groups and user accounts listed in the Name box.

▭ To change the type of access granted to a group or user account, select the group or user account from the Name box, and then select a permission from the Type Of Access list.

Add button

To add a group or user account to the list of those granted permissions for the shared directory, choose the Add button and complete the Add Users and Groups dialog box that appears.

Remove button

To remove a group or user account from the list of those granted permissions for the shared directory, select the group or user account from the Name box, and then choose the Remove button.

Invalid Local Path

You must provide an absolute path for the directory to be shared.   It must be a path local to computer that is being administered.

For example, you might create a share named INVOICES with a path of C:\SHIPPING\ INVOICE.

Invalid Share Name

The share name is a name used to identify and connect to this share.   Share names can be up to 12 characters.   If computers running MS-DOS will be connecting to this share, share names should be limited to 8 characters, optionally followed by a period and up to 3 more characters.

Cannot Change Share Path

By default, some special shares are provided by the system, and the paths for these special shares cannot be changed.

However, the comment, user limit, and permissions can be changed.

Share Name not Accessible from MS-DOS

Share names can be up to 12 characters.   If computers running MS-DOS will be connecting to this share, share names should be limited to 8 characters, optionally followed by a period and up to 3 more characters.

Current Users Warning

You should warn connected users before disconnecting them.

You have issued the Stop Sharing command against a share to which users are connected and have open files.   If you choose OK and continue, the connected users may lose data.

Add Users and Groups

Use the Add Users And Groups dialog box to add groups or user accounts to the list of those granted permissions for the shared directory.   For more information, choose one of the following buttons.

- List Names From
- Names
- Add button
- Show Users button
- Members button
- Search button
- Add Names
- Type of Access

See Also

Types of Access Permissions

Setting Permissions for a Shared Directory

List Names From

The List Names From box shows the domain or computer from which groups and user accounts can be selected.

When an asterisk (*) appears next to a domain or computer name in the List Names From box, it indicates that the local groups of that domain or computer can be listed in the Names box.   When the asterisk is absent, it indicates that local groups cannot be listed.
▭   To change the selected domain or computer, select a domain name or computer name from the list in the List Names From box.

Names

Lists the groups of the domain or computer selected in the List Names From box.   If Show Users has been selected, it also lists the user accounts.

Add button

After a name has been selected from the Names list, choosing Add places that name in the Add Names list.

Show Users button

By default only groups of the selected domain or computer are listed in the Name box.
To also show user accounts in the Name box, choose Show Users.

Members button

To list the members of a group, select the group from the Names list, and then choose the Members button.

Search button

To search for a particular group or user account, choose the Search button and complete the dialog box that appears.

Add Names

Groups and user accounts can be added to this box by typing their names (separated by semicolons) in the box; by selecting them from the Names box and choosing the Add button; by choosing the Search button and completing the dialog box that appears; or by selecting a group from the Names box, choosing the Members button, and completing the dialog box that appears.

To add the names in the Add Names list to the list of names granted permissions for the shared directory, choose the OK button.

Type Of Access

To specify the permission to be granted to all the groups and user accounts listed in the Add Names box, select a permission from the Type Of Access list.

Local Group Membership

The Local Group Membership dialog box lists the user accounts and global groups that are members of the selected local group.

Members Of
▭   To add user accounts or global groups to the Add Names list in the Add Users and Groups dialog box, here in the Local Group Membership dialog box select one or more names from the Members Of list, and then choose the OK button.

Members Button
▭   To list the members of a global group (that is itself a member of this local group), select the global group from the Members Of list, and then choose the Members button.

Global Group Membership

The Global Group Membership dialog box lists the user accounts that are members of the selected global group.

Members Of

▭　　To add user accounts to the Add Names list in the Add Users And Groups dialog box, here in the Global Group Membership dialog box select one or more names from the Members Of list, and then choose the OK button.

Find Account

Use the Find Account dialog box to locate a particular user account or group.   For more information, choose one of the following buttons.

- Find User or Group
- Search All
- Search Only In
- Search button
- Search Results
- Add button

Find User Or Group

In this box, type the name you want to search for.
The system will search only for user accounts or groups of that exact name.

Search All

When selected, this option causes the search to look for a matching user or group name in the local domain or computer, and in all domains trusted by the local domain.

Search Only In

When selected, this option causes the search to look for a matching user or group name only in the domains and computers you have selected from the list.

The list includes the local domain or computer, and all domains trusted by the local domain.

Search button

Begins a search based on the parameters specified in the Find User Or Group box, and by the Search All or Search Only In options.

Remote Administration not Supported for Shared Directories

The shared directories of the selected computer cannot be remotely administered.   This may be because the required, special IPC$ share does not exist at that computer.

Invalid Share Permissions

You must enter any combination of the letters RWCXDAP, with no duplicates.

R (read)

W (write)

C (create)

D (delete)

X (execute)

A (change attributes)

P (change permissions)

Invalid Share Comment

The entered comment is not valid.   Enter a new comment.

Invalid Share Path

You must provide an absolute path for the directory that is to be shared.   It must be a path local to computer that is being administered.

For example, you might create a share named INVOICES with a path of C:\SHIPPING\INVOICE.

Invalid User Limit

The entered user limit is not valid.   Enter a new user limit.

Invalid Path for Special Share

ADMIN$ or IPC$ are special shares.   Usually, they are created automatically by the system. If you create one of these shares using the New Share dialog box, complete only the Share Name box.   Leave the Path and Comment boxes empty.

Invalid Comment for Special Share

ADMIN$ or IPC$ are special shares.   Usually, they are created automatically by the system. If you create one of these shares using the New Share dialog box, complete only the Share Name box.   Leave the Comment and Path boxes empty.

New Share Password

You are administering a shared directory of a LAN Manager 2.x server that is running share-level security, and you have specified a new password for the share.   A user will need to provide the new password in order to connect to this share.

If this is what you intended, choose the OK button; if not, choose the Cancel button.

Shared Directory Path Change Warning

You have entered a new path for an existing shared directory.   In effect, you are stopping sharing of the existing shared directory, and are sharing another directory under the existing share name.

If this is what you intended, choose the OK button; if not, choose the Cancel button.

Cannot Set Permissions

Server Manager cannot set permissions on a LAN Manager server running user-level security.

Password for Shared Directories Administration

You are attempting to administer the shared directories of a LAN Manager 2.x server that is running share-level security.   You must provide a password valid for the special ADMIN$ share on that server.

Share Permissions

Use the Share Permissions dialog box to set the access type and password for the selected share.   For more information, choose one of the following buttons.
▭ Access Type
▭ Read Only
▭ Change
▭ Other
▭ Password

Access Type

You set one set of permissions for the selected shared directory.   These permissions apply to everyone who uses the directory.

Read Only

Users can read and copy files, run programs, change from one subdirectory to another within the shared directory, and read the extended attributes of files.

Change

Users have RWCXDA permissions.

    R (read)

    W (write)

    C (create)

    D (delete)

    X (execute)

    A (change attributes)

Other

To specify permissions other than read or change, enter any combination of the letters RWCXDAP, with no duplicates.

R (read)

W (write)

C (create)

D (delete)

X (execute)

A (change attributes)

P (change permissions)

Password

Enter a password for this shared directory.   Users must provide this password in order to access the directory.   A password can have as many as 14 characters.

Cannot Find Server

The specified server cannot be located.

Find Account

Use the Find Account dialog box to locate a particular user account or group.   For more information, choose one of the following buttons.

▭ Find User or Group
▭ Search All
▭ Search Only In
▭ Search button
▭ Search Results
▭ Add button

Search Results

Contains a list of user accounts and groups found during a search.   This list is continuously filled as a search progresses.

One or more names can be selected from the Search Results list, and then added to the Add Name list of the Add User dialog box by choosing the Add button here in the Find Account dialog box.

The list presents the matching users in the form *domainname\user name* (*full name*) *description* or *computername\user name* (*full name*) *description*.

The list presents the matching groups in the form *domainname\groupname description* or *computername\groupname description*.

Search Results

Contains a list of user accounts and groups found during a search.   This list is continuously filled as a search progresses.

One or more names can be selected from the Search Results list, and then added to the Add Names list of the Add Users And Groups dialog box by choosing the Add button here in the Find Account dialog box.

The list presents the matching users in the form *domainname\user name* (*full name*) *description* or *computername\user name* (*full name*) *description*.

The list presents the matching groups in the form *domainname\groupname description* or *computername\groupname description*.

Add button

Closes the Find Account dialog box, and adds the accounts selected in the Search Results list to the Add Name list of the Add User dialog box.

Add button

Closes the Find Account dialog box, and adds the accounts selected in the Search Results list to the Add Names list of the Add Users And Groups dialog box.

Types of Access Permissions

For information on the types of access permissions that can be applied to shared directories, choose one of the following buttons.

Note: When a directory is shared, the default is to grant the special Everyone group Full Access permissions.

▭ No Access
▭ Read
▭ Change
▭ Full Control

See Also

Setting Permissions for a Shared Directory

No Access

Prevents any access to the shared directory, its subdirectories, and their files.

Read

Allows:
- Viewing filenames and subdirectory names.
- Traversing to subdirectories.
- Viewing data in files.
- Running application files.

Change

Allows:
- Viewing filenames and subdirectory names.
- Traversing to subdirectories.
- Viewing data in files.
- Running application files.
- Adding files and subdirectories.
- Changing data in files.
- Deleting subdirectories and files.

Full Control

This is the default permission applied to any new shares you create.   It allows:
- Viewing filenames and subdirectory names.
- Traversing to subdirectories.
- Viewing data in files.
- Running application files.
- Adding files and subdirectories.
- Changing data in files.
- Deleting subdirectories and files.
- Changing permissions (NTFS files and directories only).
- Taking ownership (NTFS files and directories only).

Demoting a Remote Access Server

Changing the role of a server ends all client connections to that server, including Remote Access connections.

If you are currently working at a computer that is connected to the network through a Remote Access connection, and the primary domain controller that you want to demote is the Remote Access server for your current connection, then you cannot change the server's role successfully. This is because your Remote Access connection will be ended before the operation is complete.

If this is the case, you should end your current Remote Access connection and reconnect, using another Remote Access server. Or wait and perform this action when you are not using a Remote Access connection.

Changing the Role of a Remote Access Server

Changing the role of a server ends all client connections to that server, including Remote Access connections.

If you are currently working at a computer that is connected to the network through a Remote Access connection, and either the server you want to promote or the current primary domain controller is the Remote Access server for your current connection, then you cannot change the server's role successfully. This is because your Remote Access connection will be ended before the operation is complete.

If this is the case, you should end your current Remote Access connection and reconnect, using another Remote Access server. Or wait and perform this action when you are not using a Remote Access connection.