

PRODUCT WHITE PAPER

# LABEL ARCHIVE

## Adding and Configuring Active Directory Users in LABEL ARCHIVE

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# Introduction

Now more than ever, businesses large and small alike are automating and streamlining their processes to stay competitive. See how new LABEL ARCHIVE 3.0 functionality can help you do just that by enabling automatic login through Active Directory.

## Active Directory

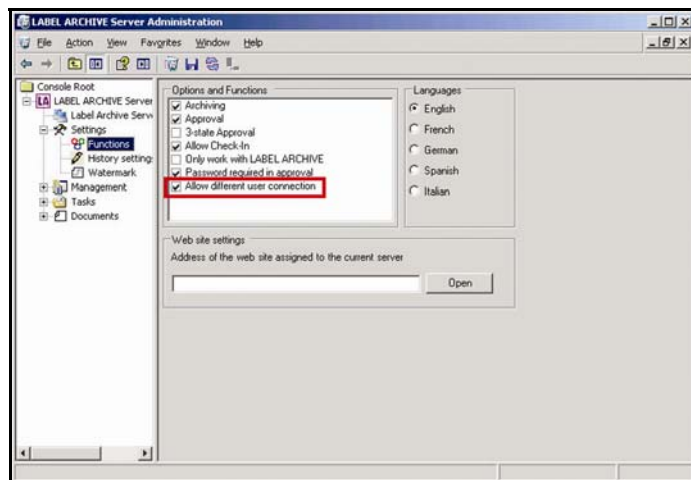
Active Directory is a special-purposes database used to store non-dynamic data such as users, groups, and configuration data. By adding and configuring users in Active Directory, administrators can now automate LABEL ARCHIVE login via Windows authentication.

## Adding and Configuring an Active Directory User in LABEL ARCHIVE

Follow these steps to add and configure an Active Directory user and enable automatic login:

1. Launch the LABEL ARCHIVE Server.
2. Log in using a known user account, or use the default user name **Administrator** and the default password **admin**.
3. In the console tree on the left, select **LABEL ARCHIVE Server Administration > Settings > Functions**, and confirm that the **Allow different user connection** option is selected in the **Options and Functions** area.

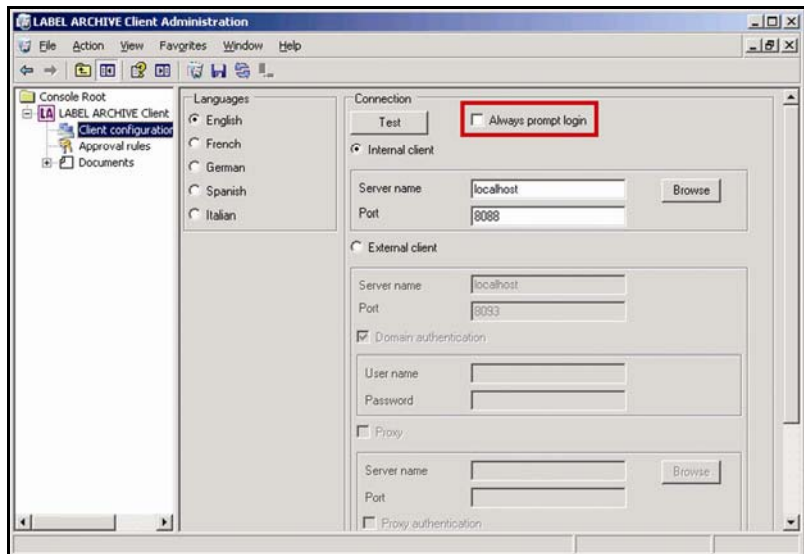
**Note:** This is the default setting.




**Figure 1: Setting LABEL ARCHIVE administrative options**

4. Close the LABEL ARCHIVE Server.
5. Launch the LABEL ARCHIVE Client.
6. Log in using a known user account, or use the default user name **Administrator** and the default password **admin**.
7. In the console tree on the left, select **LABEL ARCHIVE Client Administrator > Client configuration**, and confirm that the **Always prompt login** option is not selected in the **Connection** area.

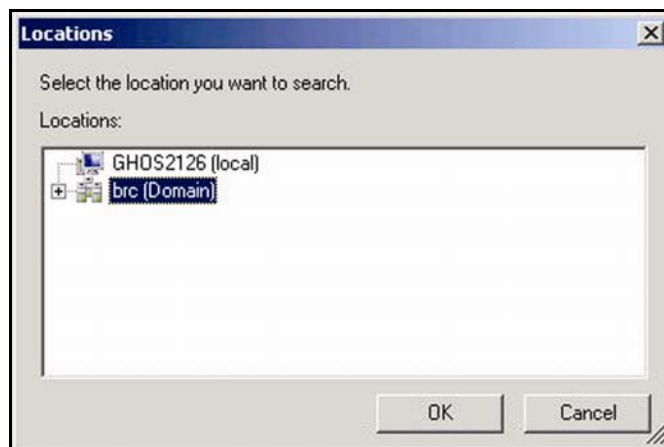
**Note:** This is the default setting.



**Figure 2: Enabling automatic prompts at log in**

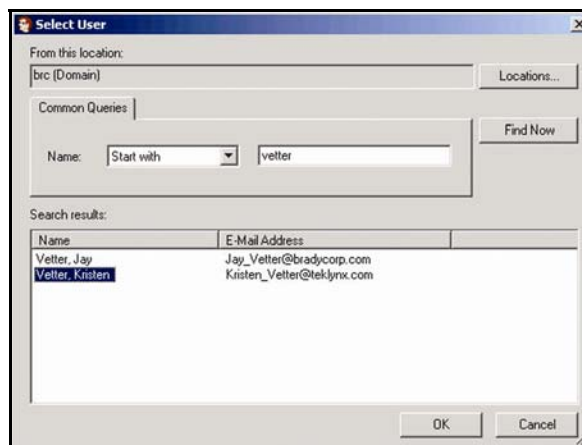
8. Close the LABEL ARCHIVE Client.
9. From the **Start** menu, select **All Programs > Teklynx > UMSS-MSGs Servers Administration** to launch UMSS.
10. Log in using a known user account, or use the default user name **Administrator** and the default password **admin**.
11. In the console tree on the left, right-click **UMSS-MSGs Servers > UMSS > Users**, and then select **New > User**.
12. From the **Authentication** drop-down menu, select **Windows**.
13. Click the  (...) button.
14. Click **Locations**.

15. From the **Locations** area, select the domain network that the user is on, and click **OK**.



*Figure 3: Selecting the domain network*

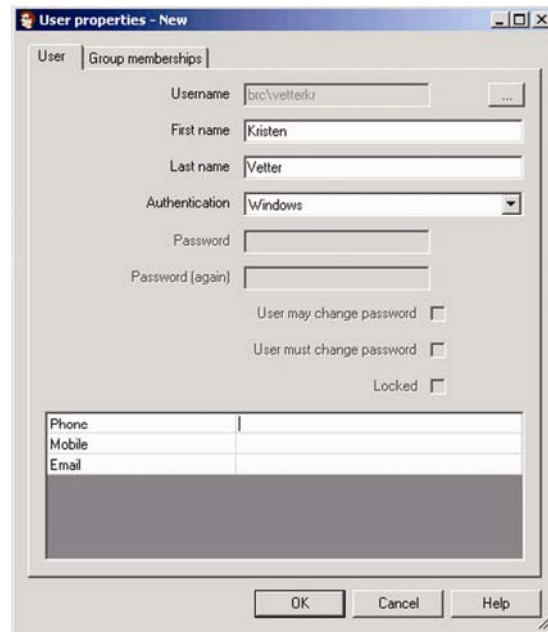
16. Enter the user's last name in the **Name** field, and click **Find Now**.
17. From the **Search results** list, select the appropriate user and click **OK**.



*Figure 4: Searching for users*

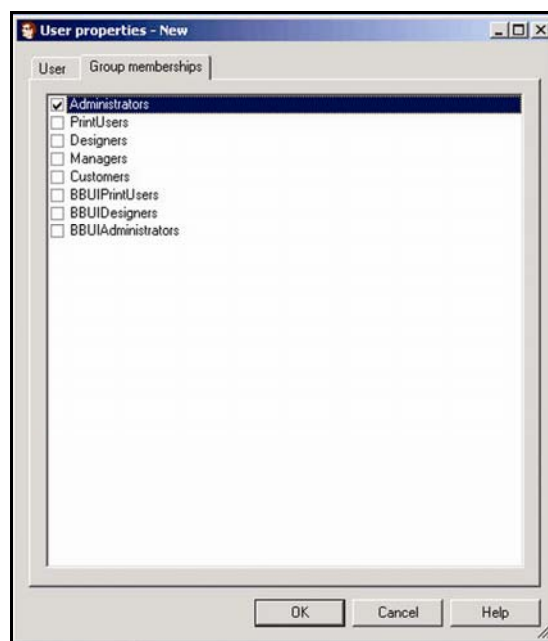
18. In the **User Properties - New** dialog box, select the **User** tab and do the following:
- Enter the user's first name in the **First name** field.
  - Enter the user's last name in the **Last name** field.
  - If desired, enter the user's phone, mobile and e-mail information in the areas provided.

**Note:** Because the user's passwords are being managed by the Windows account, the **User may change password**, **User must change password**, and **Locked** options aren't available.



**Figure 5: Adding user information**

19. From the **Group memberships** tab, double-click to select the groups that the user should belong to, and click **OK**.



**Figure 6: Defining group memberships**

20. From the **File** menu, select **Save** to save the MMC (Microsoft Management Console) file.

If prompted to update MMC, click **Yes**.

21. Launch CODESOFT.

22. From the File menu, select **LABEL ARCHIVE > Connect** to automatically connect to LABEL ARCHIVE.

**Note:** If you launch the LABEL ARCHIVE Client or the LABEL ARCHIVE Server, you will be prompted to enter a username and password. To log in without having to enter them, select the **Use Windows Authentication** box and click **OK**.



**Figure 7: Enabling Windows authentication**

## For More Information

For more information on LABEL ARCHIVE and its functionality, visit the Teklynx web site at <http://www.teklynx.com/labelarchive>.

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