

Windows NT Server Instructions for setting up users and groups, permissions and Macintosh access

Press Control-Alt-Delete to get to password box.

Enter password.

Click on START --> Programs --> Administration Tools --> Computer Management

Open Local Users & Groups

Users

Groups --> Actions --> New Group

Name the New Group "Teachers" (or something)

Click "Create"

Groups appear...

Go to Users

Actions --> New Users

Name the New Group "Students" (or something)

Full Name "student Account" (or something)

Individual teacher accounts can be made here

Click on the name of the user from the list

Actions --> Properties

"Member of" Click Add

Click the name of the group that the user is a member of, click “Add”, “Apply”, “OK”

To Create Folders...

Open “My Computer”

Open “E drive”

New Folder

Create folder called “Teachers”, “Students”, etc...

Select folder

File --> Properties --> Sharing

Click “Share this folder”

Permissions --> Remove (everyone) --> Add

Scroll down users and groups list until you see the name of the group you want to assign to the user

Highlight group --> Add --> OK

Give Read & Write privileges --> Allow

Administrator of network gets “Full Control”, other should be given limited access

Security

Deselect lower left checkbox “Allow inheritable

permissions”

START --> Programs --> Administrator Tools --> Computer Management

Shares --> Action --> New File Share --> Browse

Select “E drive”, then navigate to folder

Check where it says “Apple Macintosh”

Setting Up Apple Macintosh Access...

Right click on “My Network Places”

Click Apple Macintosh