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# PeoplePassword Documentation v6.5

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## Instructions to Configure and Use PeoplePassword v6.5

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## Contents

<b>Overview</b>	<b>7</b>
Getting Started	8
Components of PeoplePassword	8
Core Components	8
Optional Component	8
Components of PeoplePassword in Detail	9
Administration Center	9
Configuration Center	9
Profiles	10
Profiles Home	10
Edit Profile Wizard	11
Profile Information Page	12
Select Groups Page	12
Select Containers Page	13
Configure Permissions Page	13
Help Desk Options	14
Enrollment & Email Reset Options	14
Password Validation Options	15
Select Questions	15
Select (Custom) Questions	15
Select Questions Lists	15
Recovery Center Options	16
Finished	16
Securing the Configuration Center	16
Questions	17

Add/Edit Custom Question Wizard	17
Question Information Page	17
Select Profiles	18
Select Question Lists	18
Finish	18
Question Lists	18
Add/Edit Custom Question List Wizard	19
Question List Information	19
Select Questions	19
Select Profiles	19
Finished	19
Notifications	19
Events	20
System Notification Variables	20
Host Variables	21
Affected User Variables	21
Authenticated User Variables	21
Event Variables	21
Product Variables	21
Custom Notification Variables	22
Add/Edit Custom Notification Wizard	22
Notification Variable Information	22
Finish Page	22
Event Notifications	23
Add/Edit Email Notification Wizard	23
Email Notification Information	23

Select Profiles Page	23
Finish Page	23
Add/Edit Event Log Notification Wizard	24
Event Log Notification Information	24
Select Profiles Page	24
Finish Page	24
Global Settings	24
Global SMTP Settings	24
Google GSuite Settings on Active Directory Password Reset	24
Password Synchronization Settings	26
Help Desk Center Settings	26
Help Desk Search Attributes	26
Recovery Center Settings	27
Recovery Center Search Attributes	27
Global SMS Settings	28
LDAP Configurations	28
Add/Edit LDAP Configuration Wizard	29
LDAP Configuration Information Page	29
Select Resources	29
Finish	30
Localization	30
Editing a Localization Set	30
Enrollment Data Import	30
PeoplePassword Licensing	30
Help Documentation	30
Help Desk Center	30

Assist User Wizard	31
Application Lockout Report	31
Securing the Help Desk Center	31
Reports Center	32
Recovered Passwords Report	32
Changed Passwords Report	32
AD Accounts Unlocked Report	32
Enrolled User Report	33
Users Not Enrolled Report	33
Expired Enrollments Report	33
Locked Out Users Report	33
Securing the Reports Center	33
Enrollment Center	33
Alternate Mobile Phone Number Page	34
Alternate Email Address Page	34
Answer Questions Page	34
Create Your Own Questions Page	34
Choose Questions to Answer Page	34
Complete Your Enrollment Page	35
Installation of this Component	35
IIS Settings	35
Application URL	35
Recovery Center	35
Find Your Windows Account Page	35
Select Account Page	36
Select Action Page	36

Verify Your Account via Text Message	36
Verify Your Account via Email	36
Verify Identity Page	36
Action Page	36
Installation	36
IIS Settings	37
Application URL	37
REST Services	37
About Web Active Directory	37
Website	37
Address	37
Phone	37

## Overview

Web Active Directory's PeoplePassword solution empowers your organization's users to take control of Windows password management. Your users can recover or change their passwords and unlock their Windows accounts without calling your help desk, making your valuable help desk staff available for other activities. The help desk can also optionally help users more efficiently if they need to reset or change their password or optionally emailing them a link and/or sending them a text message that will help them do so themselves. PeoplePassword supports from zero up to three-factor authentication optionally allowing you to more securely have users identify themselves before affecting their authentication.

Enrollment in the system can be done via web interface, automatically using existing Active Directory attribute data or be imported via a utility called PeopleEnroll.

As an administrator, you have complete control at the user level of who is able to change or reset their password and who must use which factors of authentication to do so. PeoplePassword puts the power of Windows password and account management into the hands of those who need it most—your users.

## Getting Started

Web Active Directory constructed PeoplePassword to make it easy for your users to enroll and recover passwords as well as to ease the burden of customizing your PeoplePassword configuration for your environment. Many of the activities are wizard-driven actions and walk you through the tasks you and/or your end users need to complete step by step.

## Components of PeoplePassword

PeoplePassword includes four core components and two optional components each of which may be installed separately and optionally distributed across multiple servers. These components give you ultimate flexibility to determine how you want to deploy and secure PeoplePassword in your environment.

### Core Components

The following table lists the core components of PeoplePassword.

Component	Function
<b>SQLServer Database</b>	Stores configuration data for PeoplePassword, including the encrypted questions and answers for your users to use when recovering passwords or unlocking accounts.
<b>Administration Center</b>	This is installed as a web application under IIS. It allows authorized system users to configure PeoplePassword to work the way that you want to in your environment. The Administration Center itself has three main areas: <ul style="list-style-type: none"><li>• Configuration Center: Customize settings for PeoplePassword</li><li>• Help Desk Center: Allows help desk personnel to assist users with Windows password recovery and account unlocks</li><li>• Reports Center: View information about how your organization's users are employing PeoplePassword in recovery processes</li></ul>
<b>Enrollment Center</b>	This is installed as a web application under IIS. This is a web interface for your users to answer questions to enroll in the system.
<b>Recovery Center</b>	This is installed as a web application under IIS. This is a web interface that enables your users to unlock their Windows accounts and recover their passwords.

### Optional Component

You don't have to install the optional component to run PeoplePassword but you can optionally use them if you would like to extend the utility of PeoplePassword. The following table lists the optional component of PeoplePassword.



Component	Function
<b>REST Services</b>	Provides an interface to control PeoplePassword through the use of REST services.

## Components of PeoplePassword in Detail

This part of the document goes into detail about each part of the application organized by application component.

### Administration Center

The Administration Center Home includes three sections: the Configuration Center, Help Desk Center and Reports Center. You can configure distinct security for each of these sections to allow only authorized personnel to access the functionality they need. The three parts of the Administration Center in PeoplePassword allow you to configure the solution as well as gather information about PeoplePassword's usage by your organization's users.

### Configuration Center

The PeoplePassword Configuration Center provides a simple, secure way to customize PeoplePassword settings for your organization's needs. Using the Configuration Center, you can configure how users enroll in PeoplePassword, how they recover passwords, and many other options related to how the application works. The information in this help topic will help you set up security to ensure that only the right people may access the Configuration Center. This topic also contains details about each Configuration Center page and its purpose.

You can use the Configuration Center to configure the pages detailed in the following table:

Page Name	Function
<b>Profiles</b>	Segment different groups of users by OU and/or Active Directory group to customize questions, answering requirements for each profile, and much more.
<b>Questions</b>	Add your own questions or modify existing ones. You can even have your users write their own custom questions.
<b>Question Lists</b>	Allow users to answer a few questions from larger lists of candidate questions. This is where you define these lists.
<b>Notifications</b>	Here you can customize how application events are emailed and logged.
<b>Global Settings</b>	In this section you can configure settings that apply across all areas of PeoplePassword.
<b>LDAP Configuration</b>	Create LDAP configurations to connect to Active Directory for finding users, finding groups, recovering passwords, and unlocking accounts.
<b>Localization</b>	Create localized Help Desk Center content for each language in your environment.

<b>Enrollment Data Import</b>	Use to create import data templates for use in conjunction with Web Active Directory's PeopleEnroll product.
<b>PeoplePassword Licensing</b>	Enter your serial number for use with the product.

## Profiles

On the profiles page, you can configure the profiles that control how different groups of users can use PeoplePassword. You can create a profile for each custom set of questions and answers you need for different user groups.

### Profiles Home

The Profiles home page shows you all the profiles configured for PeoplePassword. In the table, you can see the profile names, see their priority by examining the order of the profiles in the table, the Active Directory groups and OUs associated with each profile, and the permissions available to members of the profile.

Because a user can be a member of multiple profiles (groups and OUs can overlap) PeoplePassword uses the concept of a profile priority to determine which profile to employ when a user enrolls. The Priority arrow allows you to move a profile up and down in the list and higher priority profiles are determined by their order in the Profiles list. Upon installing PeoplePassword the "default" configuration is created which covers all users; it is associated with the group "everyone".

You can view detailed profile information by rolling your mouse cursor over the Profile Information column on this page. This causes a pop-up window to show that displays more information about the user's profile. You can then move your mouse cursor into the pop-up window to access more information. Profile information that shows in the pop-up window is detailed in the following table and gives you an idea of some of the settings that are configurable in a user profile:

Tooltip Information	Detail
<b>PeoplePassword lockout policy</b>	Shows the number of failed logon attempts available to a user before being locked out of using the PeoplePassword Recovery Center. Logon attempts are tracked within the specified time period and a user fails a logon attempt when they fail to answer their questions correctly. The lockout policy also shows the amount of time to wait until the PeoplePassword account is automatically unlocked and allows the user to attempt to use the Recovery Center again.
<b>Profile Enrollment Expiration</b>	PeoplePassword uses the concept of enrollment expiration to determine how long an enrollment is valid. This concept allows you to force a user to enroll again in PeoplePassword once the enrollment expires. Set this value when you need to change a profile, for example, to add or change questions, and you want to ensure your users are enrolled with an updated profile. A value of zero means enrollment will never expire.

<b>Questions are available for the Help Desk to use</b>	Indicates if an authorized Help Desk Center user can view the question text when assisting users who are members of this profile.
<b>Answers are visible to the Help Desk</b>	Indicates if an authorized Help Desk Center user can view the answer text when assisting users who are members of this profile.
<b>Users Must Change Their Password After a Help Desk Reset</b>	Indicates whether users are forced to change their password after the Help Desk Center has assisted them with a password reset.
<b>Users Must Change Their Password After a Recovery Center Reset</b>	Indicates whether users are forced to change their password after they have used the Recovery Center to reset their password.
<b>Prompt for an alternate email address in the Enrollment Center</b>	Indicates when a user enrolls in the system whether they are prompted to enter an alternate email address. This alternate email address can be used to receive emails to assist in password resets.
<b>Time before an email reset expires</b>	If an end-user receives a link via email to reset their password this is the duration of time that this link will be valid.
<b>Email address Active Directory attribute</b>	The Active Directory attribute used for the user's email address. (Typically it's "mail").
<b>Force the user to complete enrollment in the Recovery Center</b>	If a user has an incomplete enrollment profile (hasn't answered all questions) and they attempt to recover their password, force them to complete enrollment before they can do so.
<b>Recovery Center responses required</b>	You can require users to answer more questions while enrolling than they do when they recover their password. This value shows the number of responses required in the recovery center.
<b>Minimum Password Length</b>	The minimum length a user's new password must be. This is enforced by the PeoplePassword user interface and doesn't affect your password policies.
<b>Password Regular Expression Message</b>	A regular expression that the user's new password must match. This is enforced by the PeoplePassword user interface; it doesn't affect your password policies.
<b>Required Questions</b>	Shows the list of required questions that profile members must answer.
<b>Custom Questions</b>	Shows the list of custom questions for which profile members must write a question as well as the answer.
<b>Question Lists</b>	Shows the question lists associated with this profile and the number of questions in each list that users in the profile must answer.

### *Edit Profile Wizard*

When you press the "edit" button next to a profile, you enter the Edit Profile Wizard which has a total of twelve pages. These pages are outlined in this section in the order in which you navigate through them in the application.

### Profile Information Page

Here you enter information to configure basic information about the profile. This information includes how to lock a user out of PeoplePassword. The following fields are available to edit:

Field Name	Description
<b>Profile Name</b>	The name of the profile.
<b>Number of failed logon attempts before a user is locked out</b>	The maximum number of allowed incorrectly answered recovery attempts through the PeoplePassword Recovery Center before a user is locked out from using it. This value is calculated using the timeframe specified by the time between the first and last failed logon attempt value. This value has no bearing on the Windows account lockout status but only whether the user is able to use the Recovery Center to reset their Windows password.
<b>Time between first and last failed login attempt</b>	Timeframe in which the “Number of failed login attempts before a user is locked out” is judged.
<b>Time before an account is automatically unlocked</b>	Amount of time that must elapse from the moment a user is locked out and when the user's account is automatically unlocked. This value has no bearing on the Windows account lockout status and only indicates whether a user can use the PeoplePassword Recovery Center to reset their Windows password or unlock a Windows account.

### Select Groups Page

Select Windows groups whose members are members of this profile. The Available Groups list is populated based upon the LDAP configuration associated with the ProfileWizardGroupSearch resource. LDAP Configurations section of this document for more information about configuring this. The following fields are available to edit:

Field Name	Description
<b>Available Groups (Listbox on the left)</b>	This is the candidate list of groups available to add to the profile queried from your Active Directory.
<b>Included Groups (Listbox on the right)</b>	Selected groups whose members will be associated with the profile.
<b>Deny enrollment to users in groups selected for this profile</b>	Here you can specify whether members of the groups selected will be allowed to Enroll in PeoplePassword using the Enrollment Center. (By default this will be un-selected—that is users will be able to enroll).

Use the “Add” and “Remove” links to add and remove groups from the profile.

### Select Containers Page

Here you can select one or more Organizational Units (OUs) from your Active Directory where the members of the OU will be members of this profile. The following fields are available to edit:

Field Name	Description
<b>Enter the AD path to the container to add</b>	Here you enter a path in distinguished name format (OU=YourContainer,DC=domain,DC=local) to add to the profile.
<b>Included Containers</b>	Containers that you've added to this profile already.

Use the "Add" and "Remove" links to add and remove containers from the profile.

### Configure Permissions Page

Here you can set what members of the profile can do in the Recovery Center. These permissions also affect what the Help Desk is allowed to do for these users as well.

Field Name	Description
<b>Unlock user's account (checkbox and corresponding listbox)</b>	Members of the profile are allowed to have their accounts unlocked. Select one or more items in the listbox to the right to control what factors of authentication (and in what order the user must authenticate using these methods) the user must go through in order to unlock their account. Factors of authentication choices include SMS (text message) verification, email token verification, and challenge question verification. Challenge question verification requires enrollment in the system while the other two factors don't necessarily require enrollment.
<b>Change user's password (checkbox and corresponding listbox)</b>	Members of the profile are allowed to change their passwords or have their passwords changed by members of the Help Desk. Changing a password requires that the user know their old one. Select one or more items in the listbox to the right to control what factors of authentication (and in what order the user must authenticate using these methods) the user must go through in order to change their password. Factors of authentication choices include SMS (text message) verification, email token verification, and challenge question verification. Challenge question verification requires enrollment in the system while the other two factors don't necessarily require enrollment.
<b>Reset user's password (checkbox and corresponding listbox)</b>	Members of the profile are allowed to reset their passwords or have their passwords reset by the Help Desk. Resetting a password doesn't require that the user or Help Desk agent know the user's old password. Select one or more items in the listbox to the right to control what factors of authentication (and in what order the user must authenticate using these methods) the user must go through in order to reset their password. Factors of authentication choices include SMS (text message) verification, email token verification, and challenge question verification. Challenge question verification requires enrollment in the system while the other two factors don't necessarily require enrollment.

### Help Desk Options

Here are some options specific to the Help Desk interface when a member of the Help Desk is helping a user.

Field Name	Description
<b>Questions are available for the Help Desk to use</b>	This indicates if a Help Desk Center user may view the questions that profile members used to enroll.
<b>Answers are visible to the Help Desk</b>	This indicates if a Help Desk Center user can see the answers to the user's challenge questions to help them out if needed.
<b>Force the user to change his or her password after a Help Desk reset</b>	Indicates whether profile members must reset their Windows password when first logging into Windows after a Help Desk Center user assists them with a password reset.
<b>Allow Help Desk to override whether to force users to change their password after a Help Desk reset</b>	This indicates if a Help Desk Center user may override forcing a password reset when assisting a user.

### Enrollment & Email Reset Options

Here are some options that control how the enrollment process is handled for the profile.

Field Name	Description
<b>Email address Active Directory attribute</b>	The Active Directory attribute used when sending an email reset key unless overridden by an alternate email address provided by the user through the enrollment center. If this value isn't provided the software will attempt to get the user's email address from the "mail" attribute in Active Directory.
<b>Mobile Phone Active Directory attribute</b>	The Active Directory attribute used when sending an SMS (text message) unless overridden by an alternate mobile phone number provided by the user during enrollment through the enrollment center. If this value isn't provided the software will attempt to get the user's mobile phone from the "mobile" attribute in Active Directory.
<b>Prompt for an alternate email address in the Enrollment Center</b>	If this is selected then a user will be prompted to enter an alternate email address in the Enrollment Center. This is useful because if a user is locked out from your system due to forgetting their password (or it being expired), they may not be able to access their corporate email account. Providing an alternate email address is a way around this potential problem. If you choose to not select this item, the user's email address will be retrieved by the "Email address Active Directory attribute" property (also configurable on this page) or if that doesn't exist their "mail" attribute in Active Directory.
<b>Prompt for an alternate SMS phone number in</b>	If this is selected then a user will be prompted to enter an alternate mobile phone number in the Enrollment Center. If you choose to not select this item, the user's email address will be retrieved by the "Mobile

<b>the Enrollment Center</b>	Phone Active Directory attribute" property (also configurable on this page) or if that doesn't exist their "mobile" attribute in Active Directory.
<b>Days until a user's enrollment expires</b>	Number of days from successful enrollment that a user's enrollment is valid. This value allows you to force re-enrollment when making significant profile changes like adding new questions to a profile. Set this value to 0 (zero) to have no expiration time.
<b>Time before email reset key expires (Days, Hours, Minutes, Seconds)</b>	The duration of time that can pass before the email reset key expires.

### Password Validation Options

This page contains settings related to the enforcement of the length and nature of new passwords a user enters in the PeoplePassword recovery center. Note that these settings don't attempt to either read from or write to your own server password policy settings but are instead used only to control validation in the PeoplePassword user interface.

Field Name	Description
<b>Minimum password length for password operations</b>	The minimum length of the user's new password.
<b>Password matching regular expression</b>	The user's new password will be force to match a regular expression specified here.
<b>Regular expression violation message</b>	If the user's new password fails to match the regular expression that you specified, this is the error message that will appear.
<b>default</b>	Click this link to set the values on this page back to their defaults.

### Select Questions

Select the required questions for this profile. Questions selected on this page must be answered by profile members when enrolling in PeoplePassword using the Enrollment Center. You should only associate required questions with a profile when all your organization's users will be able to answer the question. For example, you might use the "What is your employee ID" as a required question associated with a profile as long as all employees have an ID, know their ID, and keep their ID secret from other employees.

### Select (Custom) Questions

Select the custom questions for this profile. Questions selected on this page must be answered by profile members when enrolling in PeoplePassword using the Enrollment Center. In this case, users can write their own questions (as well as answers) when enrolling in the system.

### Select Questions Lists

For each question list that you want to associate with this profile, set the number of Answers required for each question list. If you leave the Answers Required value blank for a question list, the question list will not be associated with the profile. You can move your mouse over the question list name to see the



questions in the list. In another part of the application you can create question lists: see the Question Lists section of this document for more information.

### Recovery Center Options

Here you can set more options for users who are a member of the profile that you're editing.

Field Name	Description
<b>Responses Required</b>	You can require users to answer more questions while enrolling than they do when they recover their password. Here you can edit the number of responses required in the recovery center. If set to zero or blank all questions are required to be answered.
<b>Force the user to change his or her password after a Recovery Center password reset</b>	After a user resets their password, force them to change it next time they login.

### Finished

This page summarizes all of the choices made in the prior pages of the wizard. To apply all of your settings and changes, press the "Finish" button. You can also abort the wizard at any time by pressing the "Cancel" button.

### Securing the Configuration Center

You can secure the PeoplePassword Configuration Center to only allow authorized system administrators to access it. This ensures that only the individuals you want to make configuration changes can access PeoplePassword to change configuration settings.

To secure the Configuration Center:

1. Navigate to the PeoplePassword installation directory on the server where the PeoplePassword Administration Center is installed. The default installation location is: "C:\Program Files\WebActiveDirectory\PeoplePassword\AdminCenter".
2. Using a text or XML editor, open the Web.config file in the PeoplePassword Administration Center root directory.
3. Locate the <location path="Admin"> element near the end of the configuration file.
4. Modify the <allow roles="Everyone" /> element to change the roles attribute to include the Windows groups whose members you want to be able to access the PeoplePassword Configuration Center. You may put multiple groups into the roles attribute using the comma character (",") as a separator for each group. For example:

```
<allow roles="YOURDOMAIN\Domain Admins;YOURDOMAIN\Information Technology Administrators" />
```

5. Save the changes to the Web.config file.



6. Test the security by accessing the Configuration Center as a user in an authorized group as well as accessing it as an unauthorized user. You might have to have an unauthorized user test this functionality for you.

## Questions

Questions allow you to customize the questions users answer when they enroll in PeoplePassword. Administrators can create two types of questions:

- **Required Questions:** Administrators write the text for these questions and include these questions in question lists or as required questions in a profile. The software, by default, comes installed with over 40 questions to choose from.
- **Custom Questions:** These are questions where users can write both the question and answer during their enrollment process. You can associate a profile with a custom question but you cannot include a custom question in a question list.

The Questions home page shows you all the required and custom questions configured for PeoplePassword. At a glance, you can see the custom question description and question text for each required question. You can view more detailed information about each question by moving your mouse cursor over the custom question description or required question text. You can associate a custom question with one or more profiles but you cannot associate a custom question with a question list because there is no guarantee that a user will select to use a custom question from the list during enrollment. You can associate a question with both a profile and a question list.

## Add/Edit Custom Question Wizard

This wizard allows you to create a new required or custom question or modify an existing question. You can either add a new question in either category or edit an existing one.

## Question Information Page

On this page you can enter basic information about the question. This page differs depending on whether you are adding and/or editing a required or a custom question. The table lists and describes the fields and indicates whether they apply to required questions, custom questions, or both.

Field Name	Description	Question Type
<b>Question text</b>	The text of the question. This doesn't apply to custom question because in this case during enrollment the user writes their own question text.	Required
<b>Custom Question Description</b>	A description of the custom question. This value isn't shown to the users and merely allows administrators to recognize the custom question with which they are working. You can enter multiple values here, one for each country or region you're using for localization.	Custom
<b>Minimum Response Length</b>	The minimum length of response to the question.	Required/Custom

<b>Validation Regular Expression</b>	A regular expression that the answer to the question must match. For example to validate a birth date in form of MM/DD (a two-digit month and a 2-digit day) you might use the following expression: (0[1-9] 1[012])/(0[1-9] 12)[0-9] 3[01])	Required
<b>Validation Message</b>	The error message that appears if the answer to the question doesn't match the regular expression.	Required
<b>Response Type</b>	Choose "String" if the response to the question should be a text string and "Date" if the response should be a date. The "Date" type will allow the user to use a date-picker control when answering.	Required/Custom
<b>Active Directory Answer Attribute</b>	If this is a required question in a profile where auto-enrollment is enabled this is the attribute in Active Directory where the question will get its data. This should be an Active Directory attribute for a user (the user to be auto-enrolled) such as "employeeID".	Required

### Select Profiles

Here you can select profiles that will use a particular question. Use the list boxes and the "add" and "remove" links to add or remove profiles that the question is associated with.

### Select Question Lists

This page only appears when you are adding or editing a required question (but not if you're adding or editing a custom question). Select question lists that will include the question. Use the list boxes, and the "add" and "remove" links to alter which lists this question is associated with.

### Finish

This screen summarizes the information entered in the previous steps. Press the "Finish" button to save the question information. At any time, you can press the "Cancel" button to exit the wizard without making changes.

### Question Lists

Question lists allow you to provide users with a list of questions to answer when they enroll in PeoplePassword where they can choose to answer a subset of questions in the list (the size of the list and the number of questions they need to answer are configurable by you, the administrator). You can create a question list for each set of questions you would like and specify the number of answers required for each list. You may connect a question list to multiple profiles and you can even change the number of answers required for each profile. Note: you must first create questions to use in a question list. See the Configuration Center Questions topic for more information about creating questions.

The Question Lists home page shows you all the question lists configured for PeoplePassword. At a glance, you can see the question list names and you can view more detailed information about each question list by moving your mouse cursor over the name. You can associate a question list with one or

more profiles and you can set a custom number of answers required for each profile associated with a question list.

### *Add/Edit Custom Question List Wizard*

If on the Question List home page you add a question list or edit an existing one you are placed into the wizard described in this section, the “Add/Edit Custom Question List Wizard”.

This wizard allows you to create a new question list or modify an existing one.

### Question List Information

This screen allows you to edit the name of the question list.

Field Name	Description
<b>List Name</b>	The name of the question list. End-users don't see this name but it's used so that administrators can distinguish one question list from another.

### Select Questions

Here you use the list boxes as well as the “Add” and “Remove” links to select which questions are a part of a list.

### Select Profiles

Here you can choose the numbers of answers required for a particular user profile (for the question list you're adding or editing). These values can also be configured by editing profiles individually.

### Finished

This screen summarizes the choices made on the previous screens. Press the “Finish” button to save your data. At any time during any step you can press the “Cancel” button to exit without saving.

### Notifications

PeoplePassword provides a powerful capability to customize notifications and control how these notifications should be routed. You can send notifications raised when certain events like password resets and account unlocks occur in PeoplePassword to either an email address or the PeoplePassword (Windows) event log on the web server where the particular component raising the notification is located.

The Notifications home page shows you the events and related notifications configured for PeoplePassword. On the home page can see the available events and notifications tied to each event as well as the custom variables used by the notifications. As you roll your mouse cursor over the email and event log notifications for each event, you can see more detail about the notifications.

PeoplePassword allows you to use a combination of system variables, custom variables that you create, and static text to configure notifications. You may have zero, one or many notifications for each event. Notifications can also be tied to a profile so that certain profiles may trigger special notifications for an event while other profiles have a smaller set of notifications. You may click on an individual event to drill

down and view the notifications for only that event. This makes it easy to add and edit notifications for a particular event.

### Events

The following table is a list of events where administrators and/or end-users can receive notifications from PeoplePassword. Each event has the option of triggering emails and/or adding an event to the Windows event logs. The content of the notifications and recipients of the emails are completely configurable.

Event Name	Description
<b>ApplicationUserAccountLockout</b>	Triggered when a user is locked out from using the recovery center in PeoplePassword due to too many failed attempts at entering their old password.
<b>ApplicationUserAccountManualUnlock</b>	Triggered when an administrator manually unlocks a user's PeoplePassword account so that they can again use the recovery center.
<b>EmailReset</b>	Fired when the user and/or help desk triggers an email sent to a user for verification purposes.
<b>EnrollmentResponseValidationFailed</b>	Triggered when a user gives wrong answers to challenge questions.
<b>PasswordChanged</b>	Triggered when a user uses the application to change their password.
<b>PasswordChangeFailed</b>	Triggered when a user fails to provide their old password correctly when trying to change their password.
<b>PasswordReset</b>	Triggered when a user uses the recovery center to reset their password.
<b>PasswordResetFailed</b>	Triggered when something goes wrong during a password reset.
<b>SMSReset</b>	Triggered when a text message is sent in an attempt to validate a user's identity.
<b>UnlockAdAccount</b>	Triggered when the helpdesk and/or end-user uses the recovery center to unlock their Active Directory account.
<b>UnlockAdAccountFailed</b>	Triggered when something goes wrong in unlocking a user's Active Directory account when the command to do so is given.
<b>UserEnrolled</b>	Triggered when a user enrolls in the system.

### System Notification Variables

PeoplePassword provides several pre-defined system notification variables for you to use in your notifications. You should surround your variable names using percent characters (%) to indicate that you want to use a variable in a notification. For example: The user's name is %AffectedUser.Name%.

### Host Variables

The following variables are available for use related to the user's host information.

Variable Name	Description
<b>Host.IP</b>	The IP address of the connecting authenticated user
<b>Host.Browser</b>	The browser version of the connecting authenticated user
<b>Host.ComputerName</b>	The computer name of the connecting authenticated user

### Affected User Variables

Variable Name	Description
<b>AffectedUser.Email</b>	The email address of the user being operated on by PeoplePassword
<b>AffectedUser.Name</b>	The name of the user being operated on by PeoplePassword
<b>AffectedUser.Profile</b>	The current profile of the user being operated on by PeoplePassword
<b>AffectedUser.EnrollmentDate</b>	The enrollment date of the user being operated on by PeoplePassword
<b>AffectedUser.EnrollmentExpiration</b>	The enrollment expiration date of the user being operated on by PeoplePassword
<b>AffectedUser.SMSResetMobilePhone</b>	The mobile phone number of the user being operated on by PeoplePassword

### Authenticated User Variables

Variable Name	Description
<b>AuthenticatedUser.Email</b>	The email address of the authenticated user who is working with PeoplePassword
<b>AuthenticatedUser.Name</b>	The username of the authenticated user who is working with PeoplePassword

### Event Variables

Variable Name	Description
<b>Event.Name</b>	The name of the event raised to cause the notification
<b>Event.Time</b>	The time of the event raised to cause the notification

### Product Variables

Variable Name	Description
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<b>Product.Name</b>	The name of the PeoplePassword component that raised the notification.
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### *Custom Notification Variables*

You can create your own custom notification variables to use in your notification messages. Each custom notification variable includes a name and a value and you reference a custom notification variable by name in the same way that you reference system variables, by surrounding the custom notification variable name with the percent symbol (%).

As an example: My custom notification variable name is %MyCustomVariable.Name%.

PeoplePassword includes four default custom notification variables and you should customize at least the email addresses before using the system. Default notification messages use these values to send messages to the event log and email addresses. **Administrator.Email**: The email address

Default Custom Notification Variable Name	Description
<b>Administrator.Email</b>	The email address to use for email notifications routed to your administrator. This can be any valid SMTP address, including a distribution group.
<b>HelpDesk.Email</b>	The email address to use for email notifications routed to your help desk. This can be any valid SMTP address, including a distribution group.
<b>HelpDesk.Name</b>	The name of the Help Desk in your organization.
<b>OperatingSystem.Name</b>	The name of the operating system in your environment, typically Windows.

### *Add/Edit Custom Notification Wizard*

When click on the “Create New Notification Variable” link or edit an existing notification variable you get placed into the “Add/Edit Custom Notification Wizard”. This wizard allows you to create a new custom notification variable or modify an existing variable.

### *Notification Variable Information*

On this page you can edit basic information about the notification variables.

Field Name	Description
<b>Variable name</b>	This is the name of the custom notification variable. This name is used to reference this variable in notifications.
<b>Variable value</b>	The value of the variable.

### *Finish Page*

On this page you can verify that the information you have entered is correct and then press the “Finish” button to complete the wizard to save the custom notification variable.

### *Event Notifications*

The Event Notifications list shows you all PeoplePassword events that you can use to send notifications. PeoplePassword contains two types of notifications and you can configure different properties about each notification.

- **Email Notification:** Sends an email message based upon the notification configuration
- **Event Log Notification:** Adds an entry to the server event log based upon the notification configuration

**Important Note:** You must set up an SMTP server for email notifications to work properly. Review the Configuration Center Global Settings topic for more information about setting an SMTP server for email notifications to use.

### *Add/Edit Email Notification Wizard*

When click on the “Add a New Email Notification” link or edit an existing notification you get placed into the “Add/Edit Email Notification Wizard”. This wizard allows you to create new email notifications or edit existing ones.

### *Email Notification Information*

Here you can enter the email notification information for this notification.

Field Name	Description
<b>To address</b>	Destination email address for the notification. You can put static addresses or use variables (surrounded by the “%” character) and separate multiple addresses using the semicolon (;) character.
<b>From address</b>	Source email address for the notification. You can put static addresses or use variables (surrounded by the “%” character) and separate multiple addresses using the semicolon (;) character.
<b>Subject</b>	This is the subject line of the email notification. You can use variables in this value as well as static text.
<b>Message Body</b>	Text of the email message. You can use variables, surrounded by the “%” character in your message as well as static text.

### *Select Profiles Page*

Using the list boxes and the “Add” and “Remove” links tie the profiles that you want to use with this notification on this page.

### *Finish Page*

This page summarizes the values you selected on previous pages. Press the “Finish” button to save the information or at any time press “Cancel” to exit without saving.

### Add/Edit Event Log Notification Wizard

When click on the “Add a New Event Log Notification” link or edit an existing notification you get placed into the “Add/Edit Event Log Notification Wizard”. This wizard allows you to create new event log notifications or edit existing ones.

#### *Event Log Notification Information*

Field Name	Description
<b>Log level</b>	This is the type of event to add in the Windows event log.
<b>Message</b>	This is the text of the event log message. You can use variables, surrounded by the “%” character in your message as well as static text.

#### *Select Profiles Page*

Using the list boxes and the “Add” and “Remove” links tie the profiles that you want to use with this notification on this page.

#### *Finish Page*

This page summarizes the values you selected on previous pages. Press the “Finish” button to save the information or at any time press “Cancel” to exit without saving.

### Global Settings

You can set values for parameters used to configure global settings in PeoplePassword. The settings here include email server configuration as well as search settings for controlling how Help Desk and Recovery Center users can search for users.

#### *Global SMTP Settings*

Use these fields to set your SMTP server settings for notifications to use when sending emails.

Field Name	Description
<b>SMTP server</b>	Designates the email server to use when sending outbound notifications. Look at the Notifications section of this document for more information about configuring email notifications.
<b>SMTP port</b>	The port of your SMTP server.
<b>SMTP user</b>	If your SMTP server requires authentication, the username to access the server.
<b>SMTP password</b>	If your SMTP server requires authentication, the password to access the server.
<b>SMTP Use SSL</b>	Select whether your SMTP server requires Secure Sockets Layer (SSL).

#### *Google GSuite Settings on Active Directory Password Reset*

In addition to resetting Windows Passwords, PeoplePassword can also reset and change Google GSuite passwords at the same time.

Field Name	Description
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<b>Enable GSuite Password Reset</b>	Once Checked, PeoplePassword will attempt to change or reset the users password on GSuite using the configuration fields below.
<b>GSuite Admin UserID</b>	To connect to the Google GSuite Admin API a GSuite Administrator user id email is required. It is recommended that you setup a separate administrator account in GSuite for PeoplePassword that will continue to work if an administrator leaves the organization.
<b>Active Directory Attribute That Contains GSuite UserID</b>	This is the attribute in Active Directory that contains the username of your GSuite user id/email address. The attribute is typically "mail" unless your organization has multiple emails addresses for users.
<b>GSuite Service Account JSON Credential File</b>	<p>For the PeoplePassword application to securely connect to your GSuite Account you will need follow the steps below to create and download the JSON credential file and grant access to your GSuite Account.</p> <p>Step 1: Create PeoplePassword Project in Google</p> <ol style="list-style-type: none"> <li>1. Go to the <a href="#">Google Developers Console</a> and sign in as super administrator.</li> <li>2. Click Create a project with the name of "PeoplePassword" or a name of your choice.</li> </ol> <p>Step 2: Enable the Admin SDK API</p> <ol style="list-style-type: none"> <li>1. Make sure the project you created above is selected and then click the Enable APIs and Services Link.</li> <li>2. Search for Admin SDK and click it.</li> <li>3. Click the Enable Button</li> </ol> <p>Step 3: Create the Service Account</p> <ol style="list-style-type: none"> <li>1. In the top-left corner of the console, click Menu, IAM &amp; Admin &gt; Service accounts.</li> <li>2. Click Create Service Account button at the top and enter a name &amp; description of your choice and click the Create button.</li> <li>3. Click Continue on the Service Account Permissions as these are necessary for PeoplePassword.</li> <li>4. Click the Create Key button and choose the JSON Option. This will download the JSON Credential File that you can now upload to PeoplePassword.</li> </ol> <p>Step 4: Grant Access to your Client ID in our GSuite Account.</p> <ol style="list-style-type: none"> <li>1. Once you have uploaded the JSON Credential File you should see that the Client ID in the field below has been populated. Copy the Client ID and go to the <a href="#">GSuite Admin Console</a> and sign in as super administrator.</li> <li>2. Click Security, then scroll down and click Advanced Settings and click Manage API client access.</li> </ol>

	<p>3. After clicking this you should see Manage API client access where you can enter Client Name and API Scopes. Paste the Client ID you copied in the first step and copy and paste the following API scopes as one string and click Authorize.</p> <p>http://www.googleapis.com/admin/directory/v1,          http://www.googleapis.com/admin/directory/v2,          https://www.googleapis.com/auth/admin.directory.group,          https://www.googleapis.com/auth/admin.directory.group.member,          https://www.googleapis.com/auth/admin.directory.user</p> <p>4. Now if you go back to PeoplePasword and refresh the Global Configuration page you should see Connection Successful! next to the GSuite Connection Status.</p>
<b>Client ID</b>	This value is automatically pulled from the JSON Credentials file so you can use it to grant access to your GSuite Account as described above in Step 4.
<b>GSuite Connection Status</b>	Displays whether a successful connection to your GSuite Account has been made.

### *Password Synchronization Settings*

Select whether to synchronize passwords between domains.

### *Help Desk Center Settings*

The Help Desk Center Settings section allows you to configure settings that apply to the Help Desk Center Assist User wizard.

Field Name	Description
<b>Show name in search results</b>	This shows or hides the Logon name text box on the Find Account page
<b>Show email in search results</b>	This shows or hides the Email address column on the Select Account page

### *Help Desk Search Attributes*

The Help Desk Search Attributes section allows you to configure settings that apply to the Help Desk Center Assist User wizard where the help desk agent is searching for users. By default the software allows searches on email address ("mail" attribute in Active Directory) or the account name (the "samaccountname" attribute) .

Field Name	Description
<b>Attribute</b>	The name of the Active Directory attribute that the Help Desk Center user can use to search for users. You can add multiple attributes.

<b>Allow Wildcard Search</b>	Indicates for a particular attribute whether Help Desk Center users can use wildcard searches on the particular attribute to search for users.
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### *Recovery Center Settings*

The Recovery Center Settings section allows you to configure settings that apply to the Recovery Center wizard.

Field Name	Description
<b>Show welcome page</b>	Indicates whether in the recovery center whether you want the user to see the welcome page or not.
<b>Mask Answers</b>	Choose whether you want to mask answers (choose “Mask Answers”), have no masking (“No Masking”), or choose “Allow User to Decide” to allow the user to decide whether to mask their answers or not.
<b>Maximum Results</b>	Restricts the number of results allowed to show after executing a search. This decreases the load on your Active Directory server as well as allows you to prevent gathering of user data in scenarios where you publicly expose the Recovery Center. Set this value to 0 (zero) to show all search results.
<b>Show name in search results</b>	This shows or hides the user display name column on the Select Account page.
<b>Show email in search results</b>	This shows or hides the Email address column on the Select Account page.
<b>Emulate recovery for a real user if an invalid user is entered</b>	<p>If this box is checked, when an invalid user is entered into the recovery center, the recovery center will not display a message indicating that. Instead, the recovery for an emulated user will be presented. Options are presented for this (fake) user that correspond to the lowest priority profile that has been configured. If challenge questions are encountered (the required questions from the lowest priority profile will be presented) the user will not be able to give correct answers. If email recovery is selected, the GUI will indicate that an email has been sent but in fact no email will be sent. If SMS recovery is selected, no SMS message will be sent, and the user will not be able to correctly enter a code to move forward.</p> <p>The purpose of this functionality is to try to curb “phishing” for valid account names. The idea is to give the end user no indication whether they have selected a valid user or not. If this functionality is enabled, it’s important to turn off showing the name and email in the search results so that the end user of the recovery center doesn’t know whether they have found a valid user.</p>

### *Recovery Center Search Attributes*

The Recovery Center Search Attributes section allows you to configure settings that apply to the Recovery Center wizard where the user of the recovery center is searching for users. By default the

software allows searches on email address ("mail" attribute in Active Directory) or the account name (the "samaccountname" attribute) .

Field Name	Description
<b>Attribute</b>	The name of the Active Directory attribute that the Help Desk Center user can use to search for users. You can add multiple attributes.
<b>Allow Wildcard Search</b>	Indicates for a particular attribute whether Help Desk Center users can use wildcard searches on the particular attribute to search for users.

### Global SMS Settings

Here you can provide settings related to the sending of text messages by the software to help validate users.

Field Name	Description
<b>API Key</b>	You need a valid API key provided by Web Active Directory in order for the software to send SMS (text) messages. To obtain one, contact <a href="mailto:support@webactivedirectory.com">support@webactivedirectory.com</a> .

### LDAP Configurations

LDAP configurations allow you to specify how to connect to your Active Directory for performing searches and account modifications. PeoplePassword connects to Active Directory to search for users and groups as well as to reset and change passwords and unlock accounts. You can create multiple LDAP configurations for different components of PeoplePassword and you can even search multiple forests to find users and groups.

The LDAP Configuration home page shows you all the LDAP configurations available in PeoplePassword. At a glance, you can see the LDAP configuration description. You can roll over the description to view more information about an LDAP configuration.

**Important Note:** The LDAP configuration password is encrypted using a secret key and stored in the configuration database so that no one can view it using a database tool.

PeoplePassword includes two LDAP configurations in the default installation.

- Default User Configuration: Specifies LDAP information for searching for users in the Enrollment, Help Desk, Recovery and Reports Centers
- Default Group Configuration: Specifies LDAP information for searching for groups in the Configuration Center Add/Edit Profile wizard

### *Add/Edit LDAP Configuration Wizard*

This wizard allows you to create a new LDAP configuration or modify an existing configuration. You get to this wizard when you select the “Create a New LDAP Configuration” link or edit an existing LDAP configuration.

#### *LDAP Configuration Information Page*

This is the first step of the wizard. Here you can enter the LDAP configuration information necessary to connect to Active Directory for this configuration. All data except the description is optional.

Field Name	Description
<b>Description</b>	The name of the LDAP configuration—this is used to identify it uniquely.
<b>Bind path</b>	Bind path (LDAP or GC provider, typically) to the Active Directory bind object. For example: LDAP://RAD.local/dc=rad,dc=local
<b>Filter</b>	LDAP filter to use for searching. This filter is ANDed with any other search filters provided from the user interface. Only change this value if you know what you’re doing—the default values are generally good.
<b>User name</b>	The username of the service account that PeoplePassword will use. This is a fully-qualified Windows account name, in either NETBIOS or UPN format, to use to bind to Active Directory. PeoplePassword will bind under the IIS application pool account, typically NETWORK SERVICE, if you leave this value blank.
<b>Password</b>	The password of the service account that PeoplePassword will use. This password is encrypted using a secret key and stored in the configuration database so that no one can view it using a database tool.

#### *Select Resources*

PeoplePassword includes a collection of LDAP configuration resources which you can use to connect to one or more LDAP configurations. This allows you fine granularity to configure which LDAP configurations apply to which resources. To associate a resource with multiple LDAP configurations, you merely need to create the LDAP configurations and associate them with the resource. Move the resources you'd like to associate with this LDAP configuration from the Available Resources list box to the Included Resources list box. The resources below use LDAP configurations to search for users and groups as well as to update data. Note: All resources except the ProfileWizardGroupSearch perform searches for user information.

- EnrollmentCenter: Search for the authenticated user information to determine which profile to use for displaying enrollment questions
- HelpDeskSearch: Search for users to assist through the Help Desk Center's Assist User Wizard
- ProfileWizardGroupSearch: Search for groups available to be added to a profile
- RecoveryCenterSearch: Search for users to answer questions in the Recovery Center
- ReportCenterSearch: Search for users to display in enrollment reports

## Finish

Verify that the information you have entered is correct and then click the “Finish” button on the wizard to save the LDAP configuration.

## Localization

You can configure localized languages for PeoplePassword to display based upon the user's local country. PeoplePassword displays an intuitive form to allow you to configure localization for each country and/or region you would like. You can only configure Help Desk Center localization using the Localization page in the Configuration Center.

The Localization home page shows you the localization sets configured for PeoplePassword. At a glance, you can see the languages in each localization set. When you click on a language, the Help Desk edit option appears and you can click it to show the edit form to change the items in the localization set.

### *Adding a Localization Set*

You can add new localization sets for different languages.

### *Editing a Localization Set*

You can edit an existing localization set by choosing a language and then a localization set under that language.

## Enrollment Data Import

These pages are used to create a template to import user enrollment data from another system in conjunction with Web Active Directory's PeopleEnroll product. For more information on this, consult the documentation for that product.

## PeoplePassword Licensing

Here you can register PeoplePassword using a license key.

## Help Documentation

Access the latest PeoplePassword information and documentation online.

## Help Desk Center

The PeoplePassword Help Desk Center allows authorized users to reset and/or change Windows passwords, send users email keys for them to unlock their own passwords, and to unlock Windows accounts for other users in your organization. PeoplePassword secures the process of resetting passwords and unlocking accounts by requiring help desk personnel to enter answers to questions that users completed when enrolling in PeoplePassword thus verifying each user's identity before taking action. The information in this help topic will help you set up security to ensure that only authorized help desk personnel may access the Help Desk Center. This topic also contains information about each page in the Help Desk Center.

The web interface of the Help Desk Center is responsive to different screen resolutions; that is it is built to look presentable on smaller devices or desktop computers both without the user having to zoom in and out on either very small or very large screens.

The Help Desk Center contains pages that allow you to assist users with Windows password recovery and Windows account lockouts as well as to unlock users who are locked out of PeoplePassword itself.

### **Assist User Wizard**

The Assist User wizard allows help desk personnel to assist a user with a Windows password change, password reset, or account unlock. The options that a help desk administrator has for a particular user depends on that user's profile.

The wizard allows you to search for a user by email address or login ID, which is the user's Windows account name. Once you locate a user, you can select the action to take to assist the user. This wizard behaves very much like the Recovery Center wizard. The wizard appears by default when you access the Help Desk Center. Help desk personnel have several actions available through the Help Desk Center. Some actions may not be available depending on the help desk user's profile configuration. Available actions may include:

- Resetting a user's Windows password.
- Changing a user's password.
- Unlocking a user's Windows account. This option will only be available if the user's Windows account is currently locked out.
- Unlocking the user's PeoplePassword account to allow Recovery Center access. This option is only available if the account has had too many incorrect attempts to answer questions in the Recovery Console and has been locked out from using PeoplePassword.

See the Profiles section of this document for information on configuring user profiles. See the Help Desk Center Settings and Help Desk Search Attributes sections of this document for configuring search and other help desk options.

### **Application Lockout Report**

This report shows enrolled PeoplePassword user accounts that are currently locked out from using the PeoplePassword Recovery Center. These accounts become locked out when there are too many failed attempts to answer questions in the Recovery Center. Settings for automatic unlock and sensitivity to lockout are configured on a per-profile basis and you can get more information in the Profiles section of this document.

### **Securing the Help Desk Center**

You can secure the PeoplePassword Help Desk Center to only allow authorized help desk staff to access it. This ensures that only the individuals you want to assist users with password recovery and account unlocks can access PeoplePassword to use the Help Desk Center. To secure the Help Desk Center:

1. Navigate to the PeoplePassword installation directory on the server on which the PeoplePassword Administration Center is installed. The default installation location is C:\Program Files\WebActiveDirectory\PeoplePassword\AdminCenter.
2. Using a text or XML editor, open the Web.config file in the PeoplePassword Administration Center root directory.
3. Locate the <location path="HelpDesk"> element near the end of the configuration file.
4. Modify the <allow roles="Everyone" /> element to change the roles attribute to include the Windows groups whose members you want to be able to access the PeoplePassword Help Desk Center. You may put multiple groups into the roles attribute using the comma character (",") as a separator for each group. Example: **<allow roles="YOURDOMAIN\Domain Admins,YOURDOMAIN\Information Technology Administrators" />**
5. Save the changes to the Web.config file.
6. Test the security by accessing the Help Desk Center as a user in an authorized group as well as accessing it as an unauthorized user. You might have to have an unauthorized user test this functionality for you.

## Reports Center

The PeoplePassword Reports Center provides authorized users with operational data about how your organization's users are using PeoplePassword. You can access reports that show enrollment numbers and frequency of use to determine the return on your investment into PeoplePassword as well as the cost savings your organization is realizing by reducing help desk calls and increasing employee productivity. The information in this help topic will help you set up security to ensure that only authorized users may access the Reports Center. This topic also contains a brief overview of each Reports Center page and its purpose. You can get more detailed information about each page in the individual page topics.

The Reports Center contains a number of pages with reports to allow authorized employees to gather data about how your users are using PeoplePassword.

### Recovered Passwords Report

The Recovered Passwords report shows information about users in your organization who have used PeoplePassword to reset their Windows password.

### Changed Passwords Report

The Changed Passwords report shows information about users in your organization who have used PeoplePassword to change their Windows password.

### AD Accounts Unlocked Report

The AD Accounts Unlocked report shows information about users in your organization who have used PeoplePassword to unlock their Windows account.



### Enrolled User Report

The Enrolled Users report shows information about users in your organization who have properly completed PeoplePassword enrollment.

### Users Not Enrolled Report

The Users Not Enrolled report shows information about users in your organization who have not completed PeoplePassword enrollment.

### Expired Enrollments Report

The Expired Enrollments report shows information about users in your organization whose PeoplePassword enrollment period has expired.

### Locked Out Users Report

The Locked Out Users report shows information about users in your organization who are locked out of the PeoplePassword application.

### Securing the Reports Center

You can secure the PeoplePassword Reports Center to only allow authorized system administrators to access it. This ensures that only the individuals you want to make configuration changes can access PeoplePassword to change configuration settings. To secure the Reports Center:

1. Navigate to the PeoplePassword installation directory on the server on which the PeoplePassword Administration Center is installed. The default installation location is C:\Program Files\WebActiveDirectory\PeoplePassword\AdminCenter.
2. Using a text or XML editor, open the Web.config file in the PeoplePassword Administration Center root directory.
3. Locate the <location path="Reports"> element near the end of the configuration file.
4. Modify the <allow roles="Everyone" /> element to change the roles attribute to include the Windows groups whose members you want to be able to access the PeoplePassword Reports Center. You may put multiple groups into the roles attribute using the comma character (",") as a separator for each group. Example: **<allow roles="YOURDOMAIN\Domain Admins;YOURDOMAIN\Information Technology Administrators" />**
5. Save the changes to the Web.config file.
6. Test the security by accessing the Reports Center as a user in an authorized group as well as accessing it as an unauthorized user. You might have to have an unauthorized user test this functionality for you.

### Enrollment Center

The PeoplePassword Enrollment Center allows users to enroll in PeoplePassword using a web browser. An intuitive wizard interface walks users through the enrollment process to ensure a quick and easy method to enroll. The web interface of the enrollment center is responsive to different screen

resolutions; that is it is built to look presentable on smaller devices or desktop computers both without the user having to zoom in and out on either very small or very large screens.

Enrollment Center users go through a three to five step process to enroll in PeoplePassword. The number of steps depends on the user's profile configuration

The Enrollment Center wizard pages allow users to easily and quickly enroll in PeoplePassword. Wizard pages may or may not show in the Enrollment Center wizard depending on the user's profile configuration.

Note that Enrollment is not necessary for users in profiles where "auto-enrollment" is enabled. In this situation user enrollment data is taken from Active Directory. However the enrollment center can still be used and will override what is stored in Active Directory if a user enrolls.

### **Alternate Mobile Phone Number Page**

If the user's profile indicates that they should provide an alternate mobile phone number, they can enter it on this page. Non-US users should enter "+ [country code]" then a space then their phone number (without the quotes) to enter a non-US number.

### **Alternate Email Address Page**

If the user's profile indicates that they should provide an alternate email address, they can enter it on this page.

### **Answer Questions Page**

The Answer Questions page shows if the profile has required questions associated with it. Users must answer all questions on the Answer Questions page. The length of each answer must satisfy the minimum number of characters required in the required question configuration.

### **Create Your Own Questions Page**

The Create Your Own Questions page shows next if the profile has custom questions associated with it. Users must create questions and answers for all custom questions on the Create Your Own Questions page. The length of each answer must satisfy the minimum number of characters required in the custom question configuration.

### **Choose Questions to Answer Page**

The Choose Questions page shows as a step if the profile has at least one question list associated with it. Users must choose to answer the number of questions specified in the profile for each question list. The length of each answer must satisfy the minimum number of characters required in the required question configuration. **Important Note:** Users cannot answer required questions that appear in a question list. The wizard page will disable any required questions from being answered and display an explanation why the question is not available.

### **Complete Your Enrollment Page**

The Complete Your Enrollment page shows as the last step of the Enrollment Center wizard. Users should verify that the information they have entered is correct and then finish the wizard to save the enrollment information by clicking the “Finish” button. At that time they will navigate to a screen that indicates they have been successfully enrolled.

### **Installation of this Component**

The PeoplePassword Enrollment Center can be installed as a separate component independent of other components like the Administration Center, Recovery Center, Database and web services. This type of configuration allows you to use load-balanced web server installations as well as deployment of the Enrollment Center to separate internal and external web servers.

Theoretically you can import and manage all of your users’ enrollment data without requiring users to enroll; for that you would need the companion PeopleEnroll product.

### **IIS Settings**

Your users can use the Enrollment Center via a web browser to enroll in PeoplePassword. The Enrollment Center uses IIS Windows integrated authentication to establish the user's identity though this can be configured as you wish. The questions the user must answer to enroll are determined based on the user's profile membership, which is in turn based on the user's Windows group membership. Look at the Profiles section of this document for more information about configuring profiles.

### **Application URL**

By default, you can access the PeoplePassword Enrollment Center using a URL like `http://<YourServerName>:8301/`. PeoplePassword uses port 8301 by default; you can change this if necessary for your environment. You may also access the Enrollment Center on the web server where it is installed by using the Windows Start menu.

### **Recovery Center**

The PeoplePassword Recovery Center allows users to easily reset or change their Windows password or unlock their account using a web browser. The intuitive wizard interface walks users through the recovery process to ensure a quick and pleasing experience.

**Important Note:** Recovery Center action availability depends on the profile configuration for a user. Some actions may not be available for certain profile members. The number of steps may also depend on whether the user’s enrollment has expired.

### **Find Your Windows Account Page**

The Find your account page allows a user to search for their account by their email address or account name. The user's profile determines how they can search from this page.

### Select Account Page

The Select Account page shows search results for the email address or account name entered in the Find Your Account page. The user's profile determines which data shows on this page. Users can select their account and continue once they find their account.

### Select Action Page

The Select Action page allows users to choose from a set of available actions. The user's profile determines which actions are available on this page. **Important Note:** The Unlock Account action is only available if the user's Windows account is currently locked.

### Verify Your Account via Text Message

This page comes up simultaneously as the user is sent an SMS (text) message containing a code. The user can then enter their code on this step to continue either to the next validation action they must perform or on to an action they can take (such as resetting or changing their password). The SMS code is valid for up to 3 minutes after it is sent.

### Verify Your Account via Email

This page comes up simultaneously as the user is sent an email containing a link. The user can then click on this link to continue either to the next validation action they must perform or on to an action they can take (such as resetting or changing their password).

### Verify Identity Page

The Verify Identity page shows the questions the user completed when enrolling in PeoplePassword using the Enrollment Center. The user must correctly answer all questions on this page to move forward and complete the action. Answers are not case sensitive. If the user incorrectly answers the questions too many times, as determined in the user's profile configuration, then the user will be locked out of the PeoplePassword Recovery Center for the period of time specified in the profile. Help Desk administrators can use the Help Desk Center to manually unlock a PeoplePassword user account before the automatic expiration. **Important Note:** This page does not show for Change Password actions because this action requires knowledge of the current password, which is sufficient for identity verification and thus does not require the answering of enrollment questions.

### Action Page

The Action page depends on the action selected in the Select Action page. This page allows the user to reset or change her password. Windows account unlock actions do not have an Action page because the user does not need to take any action at this point; merely verifying the user identity is sufficient and the unlock actually occurs automatically after the identity verification succeeds. Once the action is completed, a status message displays and the user may then close the Recovery Center and browser.

### Installation

The PeoplePassword Recovery Center can be installed as a separate component independent of other components like the Administration Center, Enrollment Center, Database and Enrollment Web Service.

This allows you the flexibility to use load-balanced web server installations as well as deployment of the Recovery Center to separate internal and external web servers.

### *IIS Settings*

Your users can use the Recovery Center via a web browser to perform recovery actions in PeoplePassword. The Recovery Center uses IIS anonymous authentication to allow any user into the web application. Once in, the Recovery Center wizard enforces verification of the user's identity by requiring the user to correctly answer enrollment questions.

### *Application URL*

By default, you can access the PeoplePassword Recovery Center using a URL like `http://<YourServerName>:8302/`. The PeoplePassword Recovery Center uses port 8302 by default; you can change this if necessary for your environment. You may also access the Recovery Center on the web server where it is installed by using the Windows Start menu.

### **REST Services**

These services provide an interface to control PeoplePassword through the use of REST services. Documentation for these services is obtained by hitting the root directory on which they are installed. By default the default URL is `localhost://8304`.

## **About Web Active Directory**

Web Active Directory provides an Identity Management platform web-enabling Active Directory technologies. We provide software and services saving money and time for IT technologists and empowering end-users not to be beholden to them.

### **Website**

<https://webactivedirectory.com>

### **Address**

2770 Main St Ste 185  
Frisco, TX 75033-4407

### **Phone**

+1.469.616.3477

Email sales: [sales@webactivedirectory.com](mailto:sales@webactivedirectory.com)

Email support: [support@webactivedirectory.com](mailto:support@webactivedirectory.com)