

# **PeopleSearch Admin Guide**



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# PeopleSearch Overview

The overview contains brief information about PeopleSearch and Web Active Directory. To get started installing and using PeopleSearch in your organization, go to the Quick Start Guide.

## About PeopleSearch

Web Active Directory's PeopleSearch™ product empowers you to take control of the information in your Microsoft® Active Directory®. With a clean, intuitive user interface, PeopleSearch enables users to find information about other users, computers, printers, groups or just about anything else in your organization, as long as the data come from Active Directory.

The v3.4 release adds editing features in PeopleSearch and allows administrators to use secondary search pages with highly customized layout templates to edit Active Directory attributes that are stored by distinguished name, including Manager, Assistant and Group Members. See the release notes for more detailed information about enhancements made in this release.

## Features and Benefits

- Search and export Active Directory data from a user-friendly web interface.
- Target user views using tabs for functional departments, office locations or different management levels in your organization
- Support multilingual offices within your organization with localization capabilities
- Report and mine audit data from your Active Directory to satisfy auditing requirements
- Navigate your organization using a visual org chart using the manager/employee relationships as stored in your Active Directory
- Delegate tab visibility to end users or groups using access control lists
- Display employee photos stored on your network and linked to your organizational users' Active Directory attribute values
- Administer PeopleSearch with a clean, simple web-based interface
- Use powerful LDAP search filters to control exactly what data displays and filter out disabled accounts, display groups, computers, etc.
- Search and export an entire Active Directory Forest from one web interface as PeopleSearch supports multiple domains within the same forest through its support of Global Catalog searching
- Export data from Active Directory to Microsoft Excel®

## About Web Active Directory LLC

Web Active Directory LLC, a provider of web-based Active Directory management tools, develops its products on the Microsoft .NET technology platform. Web Active Directory's products leverage the powerful .NET framework to deliver consistent, reliable and scalable web applications to your enterprise.

Microsoft and Active Directory are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.



# PeopleSearch Quick Start Guide

You can install PeopleSearch and get it running very quickly, in many cases in less than 20 minutes. This guide helps you walk through the pre-installation, installation, post-installation and configuration steps to easily set up PeopleSearch and have it operating in your environment. Before you begin using PeopleSearch to search your Active Directory, you should complete the steps in this guide to properly install and configure PeopleSearch. Contact Web Active Directory support if you need assistance with any of the steps.

## Verifying Prerequisites

PeopleSearch requires that your installation server and web browser clients meet a few important requirements to successfully run the application. These requirements include certifying the web server's operating system version, web server version and ASP.NET version. Refer to the Verify Prerequisites topic for more information about exactly what requirements your system must meet to install and run PeopleSearch.

## Installing PeopleSearch

Once you ensure your system meets the PeopleSearch requirements, you can install the PeopleSearch software on the web server that will run PeopleSearch. Refer to the Installation topic for more information about how to install PeopleSearch on a web server.

## Searching your Active Directory

You are now ready to search your Active Directory using PeopleSearch. You can open the Search Console from the Web Active Directory PeopleSearch menu item in the web server's Programs menu. You and your users can also access PeopleSearch by entering `http://<MyWebServerName>/PeopleSearch/` into a web browser.

**Note:** Your web server configuration may differ from a normal installation depending on the virtual directory name you selected or if you have moved files to another application, etc. Please contact Web Active Directory support if you would like assistance diagnosing an issue with connecting to the PeopleSearch Search Console.

After you try out the default PeopleSearch configuration using the Search Console, refer to the individual topics related to the types of administrative operations you need to perform to customize your PeopleSearch application for your environment. You might first want to restrict who can access the PeopleSearch Administration Console and you should refer to the Administration Console topic for more information about securing your Administration Console.

Typically, you will want to configure the branding of PeopleSearch to match your company and you can set up a new logo and application titles using the Branding page. You will also usually set up Windows groups from your domain and then create access control lists to control tab viewing using the Security page. You can change your page layouts and what attributes display on each page using the Task Nav page. Use the Attributes page to configure which attributes are available in each tab and to create drop-down lists that restrict the searchable data values that display in the Search Console.

Refer to the Administration Console topic for detailed information about what each Administration Console page allows you to configure in PeopleSearch.



# System Requirements & Support

## System Requirements

You should ensure your environment meets the following requirements before installing PeopleSearch.

### Server Requirements

Ensure the server on which you will install PeopleSearch meets the following requirements before installing the application.

Server Hardware	500 MHZ Pentium III and higher, 128MB RAM, 50MB free disk space
Server Operating System	Windows Server 2003 or later
Web Server	Internet Information Services 6.0 or later (Windows Server 2003 ships with IIS 6.0)
ASP.NET	.NET 2.0 only; you can download and install the <i>free</i> Microsoft .NET framework from <a href="http://msdn.microsoft.com/netframework/downloads/howtoget.asp">http://msdn.microsoft.com/netframework/downloads/howtoget.asp</a> .
Active Directory	Windows 2000 schema or later

### Domain Requirements

The forests and domains you intend to search and update must meet a couple of requirements to run PeopleSearch.

Active Directory	Microsoft Active Directory 2000 or later (mixed or native mode)
Active Directory Permissions	Read permissions for end-users on the Active Directory attributes you intend to expose as searchable in the PeopleSearch application.

### Client Requirements

Client browsers that connect to PeopleSearch, including the Search Console for end-users and Administration Console for administrators, must meet two requirements or PeopleSearch will not work correctly.

Client-side scripting	Client-side scripting must be enabled. Scripting typically is enabled by default in the browser but your organization may have overridden the default script settings using domain group policy or individual users might have overridden their script settings.
Cookies	Cookies should be enabled. This is not a critical requirement as it only affects one minor feature of the application and if a browser does not allow cookies the state of the org chart (whether it shows or hides) will not be saved at an individual end-user level.

### Checking if Client-Side Scripting is Enabled for a Browser

These procedures illustrate how to check for client-side scripting for Microsoft Internet Explorer browsers. Please refer to your browser's documentation for information about enabling client-side scripting if you are using a non-Internet Explorer browser.

#### Checking for client-side scripting with Internet Explorer 7.x:

1. Select Internet Options from the Tools menu.
2. Click the Security tab.

3. Select Internet from the list of security zones at the top of the Security options dialog box.
4. Click Custom Level.
5. Scroll to the Active Scripting item under the Scripting section.
6. Select Enable.
7. Click Ok to exit the Security Settings dialog box.
8. Click Ok to save your changes from the Internet Options dialog box.

**Checking for client-side scripting with Internet Explorer 6.x:**

1. Select Internet Options from the Tools menu.
2. Click the Security tab.
3. Select Internet from the list of security zones at the top of the Security options dialog box.
4. Click Custom Level.
5. Click Settings.
6. Scroll to the Active Scripting item.
7. Select Enable.
8. Click Ok to exit the Security Settings dialog box.
9. Click Ok to save your changes from the Internet Options dialog box.

**Checking for client-side scripting with Internet Explorer 5.x:**

1. Select Internet Options from the Tools menu.
2. Click the Security tab.
3. Select Internet from the list of security zones at the top of the Security options dialog box.
4. Click Custom.
5. Click Settings.
6. Scroll to the Active Scripting item.
7. Select Enable.
8. Click Ok to exit the Security Settings dialog box.
9. Click Ok to save your changes from the Internet Options dialog box.

**Checking for client-side scripting with Internet Explorer 4.x:**

1. Select Internet Options from the View menu.
2. Click the Security tab.
3. Select Internet from the list of security zones at the top of the Security options dialog box.
4. Click Custom.
5. Click Settings.
6. Scroll to the Active Scripting item.
7. Select Enable.
8. Click Ok to save your changes.

## Support

For your support needs, you can check our support knowledge base or open a support ticket via email or telephone.

### Accessing the Web Active Directory Knowledge Base

You can access our knowledge base at <http://support.webactivedirectory.com>.

## Opening a Support Ticket

The support mailbox and telephone is monitored from 7:00 AM to 6:00 PM Mountain Time USA (GMT - 6) from Monday through Friday. We try to respond to all support inquiries within four hours on Monday through Friday during these core support hours. You can make arrangements for support outside of these core hours by contacting Web Active Directory support at [support@webactivedirectory.com](mailto:support@webactivedirectory.com).

### To open a support ticket via email:

1. Create an email message to [support@webactivedirectory.com](mailto:support@webactivedirectory.com).
2. Include the following information about your case in the email.
  - Operating system and service pack level of the server where PeopleSearch is installed
  - Whether the server where PeopleSearch is installed is a domain controller (we highly recommend you \*do not\* install the product on a domain controller but we will support this configuration if it is your only option)
  - LDAP Base Path variable from the Directory page of the Administration Console
  - Error message or behavior your are experiencing
  - Application event log from the server where PeopleSearch is installed
  - WADError.log file from the server where PeopleSearch is installed, typically C:\Program Files\WebActiveDirectory
3. Send the email with the requested information and you should receive a confirmation message soon with further information that a ticket has been created.

### To open a support ticket via telephone:

1. Call Web Active Directory Support at +1 800.747.3565.
2. Prepare the following information about your case to relay to support personnel or leave in your voice mail message.
  - Operating system and service pack level of the server where PeopleSearch is installed
  - Whether the server where PeopleSearch is installed is a domain controller (we highly recommend you \*do not\* install the product on a domain controller but we will support this configuration if it is your only option)
  - LDAP Base Path variable from the Directory page of the Administration Console
  - Error message or behavior your are experiencing
  - Application event log from the server where PeopleSearch is installed
  - WADError.log file from the server where PeopleSearch is installed, typically C:\Program Files\WebActiveDirectory

## Knowledge Base

You can access a comprehensive knowledge base addressing common issues and configuration questions at <http://www.webactivedirectory.com/>.

## Information

If you would like more information about Web Active Directory LLC, please contact us at [info@webactivedirectory.com](mailto:info@webactivedirectory.com).

## Sales

For sales or purchasing questions, please email the Web Active Directory sales team at [sales@webactivedirectory.com](mailto:sales@webactivedirectory.com).

## Licensing and Maintenance

The licensing and maintenance notes here provide high-level information about Web Active Directory's licensing and maintenance agreements for PeopleSearch . Please contact your Web Active Directory account executive for information about your particular licensing scheme and maintenance agreement.

### How is PeopleSearch licensed?

PeopleSearch is typically licensed on a per user basis. The user count is based upon the number of employees in your company with an LDAP account, including user accounts and contacts. In most Microsoft Active Directory environments, each employee has a user account stored in Active Directory.

Web Active Directory LLC recognizes that each organization is different and many have unique environments that do not fit the standard organization. Please contact your Web Active Directory account executive to discuss licensing options if you do not feel you fit the standard model for licensing.

If you have questions regarding your licensing or use of PeopleSearch, please contact Web Active Directory LLC.

### How do I register my PeopleSearch serial number?

PeopleSearch requires a serial number to operate properly. You can register your serial number by choosing the Licensing option from the left navigation menu of the Administration Console. Once registered, your software will run based upon the type of licensing enabled by the serial number.

Refer to the Licensing topic for more information to register your software.

### Am I eligible to receive support and product updates?

Web Active Directory LLC provides email and telephone support in addition to product updates to organizations that possess current maintenance contracts. While under a current maintenance contract, upgrades are free. Support is provided via email and telephone as well as through an online support knowledge base.

You can access the support knowledge base at <http://support.webactivedirectory.com/> and it is free and available for all customers, including those with no maintenance contract in place. Please contact your sales representative if you have a questions about your maintenance contract.

# Installation

## Verify Prerequisites

Ensure the server on which you will install PeopleSearch meets the following requirements before installing the application. You can check the full list of system requirements at System Requirements.

Server Hardware	500 MHZ Pentium III and higher, 128MB RAM, 50MB free disk space
Server Operating System	Windows Server 2003 or later (Service Pack 2 is preferred)
Web Server	Internet Information Services 6.0 or later (Windows Server 2003 ships with IIS 6.0)
ASP.NET	.NET 2.0 only; you can download and install the <i>free</i> Microsoft .NET framework from <a href="http://msdn.microsoft.com/netframework/downloads/howtoget.asp">http://msdn.microsoft.com/netframework/downloads/howtoget.asp</a> .
Active Directory	Windows 2000 schema or later

## Checking Product Versions

You may need to check the version of certain products you are using to verify they meet the PeopleSearch requirements.

### Internet Information Services

Each operating system Microsoft produces maps to a version of IIS and you have IIS 6.0 if you are running Windows 2003.

Windows Server 2008	IIS 7.0 (IIS 7.5 for R2)
Windows Server 2003	IIS 6.0

### ASP.NET

Go to the Microsoft Knowledge Base article at <http://msdn2.microsoft.com/en-us/netframework/aa569264.aspx> to check if you have version 2.0 of the .NET framework installed on your web server. If you do not have it installed, the article contains instructions about how to download and install version 2.0.

## Installation

Before you install PeopleSearch, ensure you verify that the installation server meets the prerequisites to properly install PeopleSearch. Once you have satisfied these requirements, you can install PeopleSearch with confidence.

### To install PeopleSearch on your web server:

1. Log in to your web server.
2. Locate the installation package you downloaded from Web Active Directory's download site and open it.
3. Refer to the PeopleUpdate\_InstallationGuide.pdf document in the package for detailed instructions on installing PeopleSearch, including upgrading from previous versions of PeopleSearch.

## PeopleSearch Resource Files

PeopleSearch installs several files on your web server's file system to enable the application to run correctly. By default, these files install themselves at C:\Program Files\WebActiveDirectory\ and the installer grants the proper permissions to the ASP.NET account. You can change the resource file location during the installation process, though, and you must ensure that the ASP.NET account, typically the IIS\_WPG security group on Windows Server 2003 and typically the IIS\_IUSR security group on Windows Server 2008, has Modify permissions on the directory in which the PeopleSearch resource files reside. Ensure you lock permissions down for other users, though, so unauthorized users cannot access and modify these resource files.

WebADConfiguration.xml	Stores the configuration data for your custom PeopleSearch configuration as XML
WebADError.log	Logs error information for errors and other issues that occur in PeopleSearch and support personnel can use this file to help troubleshoot application problems; this error information is also entered into the Application event log
WebADTrace.log	Contains application tracing information when tracing is enabled
LdapMapping.xml	Maps friendly LDAP attribute names to their true directory names in Active Directory
WebADLocalizationTemplate.xml	Provides a template for you to use to localize your PeopleSearch application tabs

## Post Installation

PeopleSearch requires no post-installation procedures and you can run the product as soon as installation completes.

## Uninstall

You can uninstall PeopleSearch for application upgrades, to repair it or to completely remove it from your system. The uninstallation process leaves your configuration settings and files for partial uninstallations related to upgrades and repairs while the full uninstallation completely removes all PeopleSearch files and settings.

### To remove PeopleSearch for an upgrade or repair:

1. Open the Add/Remove Programs applet from the Start > Control Panel > Add or Remove Programs menu.
2. Locate the WebAD PeopleSearch program in the list of installed products.
3. Select Remove or Uninstall and confirm the uninstallation by clicking Yes.
4. The uninstaller leaves your current PeopleSearch settings on the system. When you run the repair or upgrade installation, the process will detect your settings and leave them so your repair or upgrade will use your current settings.

### To completely remove PeopleSearch:

1. Open the Add/Remove Programs applet from the Start > Control Panel > Add or Remove Programs menu.
2. Locate the WebAD PeopleSearch program in the list of installed products.
3. Select Remove or Uninstall and confirm the uninstallation by clicking Yes.
4. After uninstallation completes, navigate to the application root folder where PeopleSearch is installed--typically in the Program Files\WebActiveDirectory\PeopleUpdate directory--and delete

the PeopleUpdate root directory and all files in the directory. This will remove all residual PeopleUpdate files from your system.



# Configuration & Administration

## Administration Console

The PeopleSearch Administration Console provides a web-based user interface to manage virtually every aspect of your PeopleSearch application in one centralized place. PeopleSearch uses ASP.NET forms authentication for the Administration Console and you can change the password for the administrative user to something secure in your environment. Use the Administration Console's Security page to change the administrative user password. Refer to the Securing the Administration Console topic for more information about controlling access to the PeopleSearch Administration Console.

## Logging Into the Administration Console

You can access the PeopleSearch Administration Console to manage your PeopleSearch configuration. The console employs forms authentication that uses an administrative account with encrypted credentials that are stored in the PeopleSearch configuration file. Check out the Securing the Administration Console topic for instructions to change the administrative user password. You can also configure PeopleSearch to use Windows authentication and there are contact Web Active Directory support if you want to configure PeopleSearch this way.

### To log in to the Administration Console:

1. Open a web browser.
2. Navigate to `http://<YourServerName>/<YourVirtualDirectory>/AdminPage.aspx`, where `<YourServerName>` is the name of the web server on which you installed PeopleSearch and `<YourVirtualDirectory>` is the virtual directory into which you installed PeopleSearch.
3. Log in to the Administration Console using the correct administrative user credentials. In a default installation, the user name is Administrator and the password is PeopleSearch. Please note that the password is case sensitive. You can change the password once you log in by navigating to the Security page. Refer to the Securing the Administration Console topic for more information.
4. View the Administration Console home page and navigate to the administration pages you need to configure your PeopleSearch installation.

## Securing the Administration Console

You can secure the PeopleSearch Administration Console for your environment by changing the password for the administrative user. PeopleSearch leverages ASP.NET forms authentication to check the administrative user's credentials and authorize access to the Administration Console. The administrative user's password is encrypted and stored in the PeopleSearch configuration file and you can change it using the Administration Console's Security page.

### To change the Administration Console administrative user password:

1. Log in to the Administration Console. Click here for more information about logging into the Administration Console.
2. Click Security in the left navigation bar in the Global Configuration section.
3. In the Administrator Account Configuration section, type in the old password and then enter the new password and confirm it.

Note: If you cannot remember the old password, you can reset the password to a default value using the procedure in the Resetting the Administrative User's Credentials topic.

4. Click Save Changes to update the administrative user's password. You will use the new password the next time you log in to the PeopleSearch Administration Console.

## Resetting the Administrative User's Credentials

You might need to reset the PeopleSearch administrative user's credentials if you change the password and then forget it. This procedure allows you to reset the administrative user's name and password to their default values.

### To reset the PeopleSearch administrative user's credentials:

1. Navigate to the PeopleSearch configuration directory on the web server where you installed PeopleSearch. This directory is by default located at C:\Program Files\WebActiveDirectory, but may be in a different location depending on your environment. You can look up the location in the Windows registry at HKEY\_LOCAL\_MACHINE\SOFTWARE\WebActiveDirectory\PeopleSearch in the ConfigFilePath value.
2. Back up the configuration file before you make any changes
3. Open the configuration file with a text editor like Notepad. You can also use an XML file editor if you have one available and this will make it much easier to edit the file.
4. Locate the <appAdministration /> element under configuration/securityConfig/appSecurity.
5. Ensure the encryptionKey attribute value is set to "3ncrypt" and remember that this value is case sensitive so you should ensure the case matches. Change this value to "3ncrypt" if it is something different.
6. Locate the <appUser /> element under the <appAdministration /> element.
7. Set the userName attribute value to "Administrator" and set the password attribute value to "6oStZhhGZ7SdydxRO80xZW==" and you should probably paste the values in to ensure data accuracy.
8. Save the configuration file.
9. Go back to the Administration Console and log in with a user name of Administrator and a password of PeopleSearch. The password value is case sensitive.

## Administration Console Pages

The Administration Console contains pages that allow you to quickly and easily configure your PeopleSearch application for your environment. PeopleSearch administration comprises two primary configuration scopes: global configuration and tab-specific configuration. The global configuration applies to elements that impact application behavior the same way across all tabs. Tab-specific configuration elements only impact the tab under which they are configured. This flexibility allows you to create a robust application configuration that satisfies myriad business scenarios.

### Admin Home Page

This page acts as the home and default page for the Administration Console and contains a brief overview of each of the Administration Console's pages and what they allow you to configure in PeopleSearch. The Admin Home page loads by default when you initially log in to the Administration Console.

## Global Configuration Pages

The Global Configuration section includes two configuration pages: Branding and Security. The Branding page allows you to customize your PeopleSearch interface to include your corporate logo and colors as well as to personalize the title of the PeopleSearch application. Use the Security page to set up access control lists that can include Windows groups from your environment and you can then use these access control lists to determine which tabs users can view.

The configuration pages in the Global Configuration section control settings for your entire PeopleSearch application across all tabs and you cannot apply these settings to specific tabs since the configuration affects all tabs the same way.

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Licensing	Register your license serial number and check the current license status
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Branding	Customize the PeopleSearch user interface site title, localization file, banner and style sheet
Security	Set global directory bind information and proxy account credentials. Manage groups and access control lists that control which tabs your users can view
Global Directory	Set global directory bind information and proxy account credentials for searching and updating your Active Directory, add default search filters and set directory search parameters
Global Attributes	Configure which attributes are available for global page layout templates and set display options for attributes
Page Layout Templates	Manage page layout templates used by secondary pages
Secondary Pages	Manage secondary pages used to search for update values for attributes stored by distinguished name (DN)

## Tab Configuration Pages

PeopleSearch uses tabs to allow you to easily search your Active Directory by dividing it into more manageable configurations. Each tab can be configured to work with different parts of your Active Directory and you can also control which users see which tabs to further secure information for viewing. Each tab can bind to a different part of the directory and have its own set of attributes and pages. You can even subdivide tabs into task items that can show different information available on each tab!

The Tab Configuration section includes four configuration pages: Tabs, Directory, Attributes and Task Items. The Tabs page allows you to manage the tabs that appear in your PeopleSearch interface. The Directory page helps you configure Active Directory connection and binding information. Use the Attributes page to set up which LDAP attributes, also known as fields, are available to pages in the tab as well as how the attributes display. Finally, the Task Items page allows you to configure and lay out individual task items and pages for the tab.

As you use the pages in the Tab Configuration section of the Administration Console you will notice a "matrix" navigation feature that make it easier for you to navigate among all the different configurations you can create with tabs and task items. When you are on a selected tab, you will always view each Directory, Attributes or Task Items configuration within the scope of the selected tab. As you view the configuration page and change settings, note the tab you are editing is highlighted at the top of the page. To edit a different tab, just click on the tab you want to edit and you will switch to that tab's configuration settings. In a similar manner, as you switch among Directory, Attributes and Task Items configuration pages you will notice that the highlighted tab stays the same among the pages. This allows you to quickly set up the directory, attributes and task nav configurations for a particular tab.

The same type of behavior characterizes how pages behave as you switch tabs. The selected configuration page remains highlighted as you switch among tabs and displays the tab's configuration for that page. This allows you to easily change configurations for multiple tabs.

The configuration pages in the Tab Configuration section control settings for your each PeopleSearch tab and settings on one tab do not affect the behavior of other tabs.

Tabs	Create or delete tabs, set up localization for a tab and set the access control list that determines who can see each tab
Directory	Set directory bind information and proxy account credentials for searching and updating your Active Directory, add default search filters and set directory search parameters
Attributes	Configure which attributes are available for Task Items pages and set display options for attributes
Task Items	Manage page flows, create page display layouts and set advanced configuration options for task items

## Global Configuration

## Administration Console: Branding Configuration Page

Customize the PeopleSearch user interface using the Branding page to manage the site title, localization file, banner and style sheet. The settings on the Branding page apply to your entire PeopleSearch application across all tabs.

### Accessing the Branding Configuration Page

You must have administrative access to the PeopleSearch Administration console to modify branding settings.

To navigate to the Branding page:

1. Log in to the Administration Console. Click here for more information about logging into the Administration Console.
2. Click Branding in the left navigation bar in the Global Configuration section.

### Setting Site Information

You can modify the site titles that appear in the application banner and on the browser's title bar to fit your organization.

Site Title	Title text displayed on each page under your web site banner
Browser Title Bar Text	Text that displays in the browser's title bar at the top of your browser application
Localization File Path	File path to the global localization file to use for the application. This localization file acts as the default global localization file. Individual tabs can have their own localization files and tab-level localization files override the global localization file.
No Data Found Message	Text that displays on the Detailed Results page when an object cannot be found in the directory. This issue most commonly occurs when the web application security settings for the product are incorrectly configured in IIS. In this scenario, the My Info tab cannot locate the account for the authenticated user and will then display this message. In general, the message displays on the Details page when the item about which you want to display details cannot be located.
Link Options	<p><b>User Display Name:</b> Check this option to display a linkable user name in the welcome text in the upper-left part of the Task Nav of the Search Console.</p> <p><b>E-Mail Addresses:</b> Check this option to create linkable e-mail addresses for any attributes that display an e-mail address. You can override this option at an attribute level on the Attributes management page.</p> <p><b>URIs:</b> Check this option to create linkable URIs for any attributes that display URI. You can override this option at an attribute level on the Attributes management page.</p> <p><b>URI Target:</b> Set the default target for linkable URIs displayed in the Search Console. You can use the default HTML options of "_blank," "_parent," "_self" or "_top." You may also enter a name for a window and all links will target the same new window.</p>

To modify site title settings:

1. Navigate to the Administration Console's Branding page.
2. Edit the Site Title and Browser Title Bar Text fields.
3. Click Save Changes to update your PeopleSearch branding configuration.

### Localizing the Application Across All Tabs

PeopleSearch allows you to localize your PeopleSearch installation. You can provide a default localization file that will set the text on all Search Console pages in all tabs and these localizations override the default application text. This is a good configuration if you'd like to customize your Search Console and provides a default display for tabs that do not override the global localization file you set up on the Branding configuration page. You might want to use this feature if you are a multi-national corporation operating offices in locations that speak multiple languages. You can then expose PeopleSearch to each office in their native language and consolidate administration to one PeopleSearch instance instead of managing multiple application distributions.

PeopleSearch localization works by reading an XML file that contains the localized text for the display elements in the application. You can put the XML localization file anywhere you'd like where the PeopleSearch web server can access it and you can create multiple localization files for PeopleSearch. Web Active Directory recommends that you store the localization files outside of the PeopleSearch installation directory so the files are not overwritten during product upgrades. All you need to do is set the localization file path to the location where you saved the file.

If you do not set a localization file or if the file cannot be located for the configuration then the entire application will use the default language implementation of U.S. English. Individual tabs can override the global localization file to allow you extensive customization of the user interface from tab to tab.

To set a global localization file:

1. Navigate to the Administration Console's Branding page.
2. Enter the path to your localization file in the Localization File Path field. You may enter the path using any path descriptor that allows PeopleSearch to find the file, including a local path on the web server like C:\MyLocalizationFile.xml, using a UNC path like \\MyServer\MyShare\MyLocalizationFile.xml and using HTTP like http://MyServer/MyVirtualDirectory/MyLocalizationFile.xml.
3. Click Save Changes to update your PeopleSearch localization configuration.

## Changing the banner settings

PeopleSearch allows you to customize the banner image that displays so you can seamlessly integrate the application into your corporate software environment.

Banner Path	HTTP path to the banner to display at the top of each PeopleSearch page. For example, if your banner image is stored at <a href="http://www.mycompanyname.com/images/YourCompanyLogo.gif">http://www.mycompanyname.com/images/YourCompanyLogo.gif</a> , then enter the entire previous URL to the image. We recommend that you store your custom banner image outside the virtual directory installed with the application to ensure the image isn't deleted or overwritten when you upgrade to newer versions. You can also use the default banner image located at <a href="http://&lt;YourServerName&gt;/&lt;YourVirtualDirectory&gt;/Images/Branding/WadBanner.gif">http://&lt;YourServerName&gt;/&lt;YourVirtualDirectory&gt;/Images/Branding/WadBanner.gif</a> , where <YourServerName> is the name of the web server on which you installed the application and <YourVirtualDirectory> is the virtual directory into which you installed.  Note: You can also use a relative path to reference your image using the form <a href="/&lt;YourVirtualDirectory&gt;/Images/YourImage.gif">/&lt;YourVirtualDirectory&gt;/Images/YourImage.gif</a> .
Banner Preview	Displays a preview of the banner image you specify in Banner Path when you save the configuration changes
Alternate Text	Text displayed when a user hovers his or her mouse over the banner image
Banner Width	Forces the banner image to the width you specify; if you set this option to zero (0) for width, it will display the image at its native width
Banner Height	Forces the banner image to the height you specify; if you set this option to zero (0) for height, it will display the image at its native height

To modify banner settings:

1. Navigate to the Administration Console's Branding page.
2. Make the appropriate changes to the Banner Path, Alternate Text, Banner Width and Banner Height fields.
3. Click Save Changes to update your PeopleSearch branding configuration.

## Customizing the style sheet

PeopleSearch uses Cascading Style Sheets (CSS) technology to store display formatting for the Search Console. You can copy the default style sheet from the ~/Styles directory in the PeopleSearch application installation directory and customize the style sheet for your organization. You should copy the style sheet to a location outside the PeopleSearch installation directory to ensure you customized style sheet will not get overwritten when you upgrade PeopleSearch.

Style Sheet Path	<p>HTTP path to the style sheet you want use. For example, if your style sheet is located at <code>http://www.mycompanyname.com/styles/YourStyles.css</code>, then enter this for the path value. Alternately, you can use the default style sheet located at <code>http://&lt;YourServerName&gt;/&lt;YourVirtualDirectory&gt;/Styles/MainStyle.css</code>.</p> <p>Note: Do not make changes to the default style sheet as these changes will be overwritten when the application is removed or upgraded. Instead, copy MainStyle.css outside of the virtual directory, make your changes, and then point the style sheet path to the new location. This will ensure the style sheet is not removed or overwritten when you upgrade to newer versions.</p>
Display Table Cell Width	<p>Sets the width of each column for data displayed on the Detailed Results and Edit pages in the Search Console. The width, defined in pixels, determines how wide each column of data displays. Set the width to 0 to expand the column width to the width of any data displayed in the column. You can use this value when you change the behavior of the Details button from the Summary Results page and you need to limit the width of the data.</p>

To set a custom style sheet path:

1. Navigate to the Administration Console's Branding page.
2. Enter the path to your customized style sheet in the Style Sheet Path field.
3. Click Save Changes to update your PeopleSearch branding configuration.

## Administration Console: Global Security Configuration Page

The PeopleSearch Administration Console's Security page allows you to manage groups and access control lists that control how users can interact with PeopleSearch. You can employ the access control lists you create using the Security page to show tabs to certain groups of users.

### Accessing the Security Configuration Page

You must have administrative access to the PeopleSearch Administration console to modify security settings.

To navigate to the Security page:

1. Log in to the Administration Console. Click here for more information about logging into the Administration Console.
2. Click Security in the left navigation bar in the Global Configuration section.

### Understanding PeopleSearch Security

To control access to functionality, PeopleSearch uses access control lists to determine which users can access certain areas of the application. An access control list consists of a set of one or more groups whose membership dictates the users who are part of the list. These groups include built in PeopleSearch groups like SELF and MANAGER as well as Windows groups from your domain.

You will need to add groups from your domain to the PeopleSearch security configuration and then create access control lists with those groups. Refer to the section below for more information about how to create access control lists in PeopleSearch.

### Built in PeopleSearch Groups

PeopleSearch includes two built in groups that you can include in your access control lists: SELF and MANAGER. These special groups compare the current authenticated PeopleSearch application user

against the users viewed in PeopleSearch and determines the group(s) in which the authenticated user is a member based upon the authenticated user's relationship to the user being viewed in PeopleSearch.

Built In Group	Description	Scope
SELF	Refers to the current user account accessing the PeopleSearch application working with her own user account in the Detailed Results, Edit or Account Management pages. Compares the current user against the user displayed in the Detailed Results pane.	Single user
MANAGER	Refers to the current user account accessing the PeopleSearch application and includes working with the chain of direct reports and descendants in an organizational hierarchy as defined by the Manager relationship in Active Directory. Compares the current user displayed in the Detailed Results page to determine if the user viewing the results is the Manager of the user being displayed.	All users reporting to a particular manager (direct reports only and does not include all users in the chain of command)

For example, if the user accessing PeopleSearch is SAMPLEDOMAIN\AnyUser, this user has a SELF relationship to the AnyUser account in Active Directory. In a similar fashion, AnyUser has a MANAGER relationship to any direct reports for AnyUser.

## Configuring User Authentication

PeopleSearch retrieves information about the authenticated user from Active Directory. This operation requires searching Active Directory to find details about the authenticated user. The User Authentication Configuration options control how the user information is retrieved from Active Directory.

### User Authentication Configuration

The User Authentication Configuration allows you to configure the search parameters to retrieve Active Directory information about the authenticated PeopleSearch application user. If the search does not return results for the authenticated user based upon the parameters defined here, the application will load an empty user and some application functions may not work correctly.

LDAP Bind Path	LDAP bind path to the root of the container in which you are searching for authenticated user informat. The path should start with LDAP:// (in capital letters as this value is case sensitive) and the path indicates to PeopleUpdate where to bind to the directory to execute searches.  Note: If you leave the LDAP Bind Path blank it will automatically try to locate a domain controller in the domain using the LDAP://RootDSE bind path, which is the default bind path that binds to the well-known root DSE object. If the authenticated user is still not found, the application will search the root of the forest using the Global Catalog.
Account Name	Account used to search Active Directory. The account needs Read access to all objects and attributes in Active Directory you want to search when authenticating a user.  Example Proxy Account: YOURDOMAIN\PeopleSearchServiceAcct or PeopleSearchServiceAcct@yourdomain.local  <b>Note:</b> For pre-windows 2000 accounts, account names can only be 20 characters long and are truncated at the 2-th character. You will need to truncate the account name you enter here if it is longer than 20 characters and you are using the NETBIOS form of the name. If your domain and account name are longer than 20 characters, use the UPN format of <i>accountname@domain</i> as a best practice.
Password	Password for the account
Check for External	Indicates that PeopleSearch should search for a linked External Associated Account (EAA) for the authenticated user. The EAA is linked through the

Associated Account      msExchMasterAccountSid attribute on a user's mailbox in an Exchange Resource Forest.

See the article at <http://www.msexchange.org/tutorials/Understanding-External-Associated-Account-Windows-Server-2003-Exchange-2003.html> for more information about External Associated Accounts.

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## Using Windows Groups for Access

You can use security and distribution groups from your domain to control access in PeopleSearch. The groups you add to the PeopleSearch security configuration can be included in access control lists that you can apply to tabs to allow groups of users to view the tab. You must add groups to the configuration before you can create access control lists using the groups.

To add a Windows group:

1. Navigate to the Administration Console's Security page.
2. Enter the name of the Windows group in the Group Name field in the Group Configuration section. Ensure you qualify your group name properly by including the domain with the group in the form of MYDOMAIN\Group.
3. Click Add Group to add the group to the security configuration.

## Using Access Control Lists to Manage PeopleSearch Security

Access control lists help you determine who has access to PeopleSearch functionality including tab viewing. You must apply access control lists to tabs to hide them from certain users.

### Creating and Changing Access Control Lists

Access control lists include groups whose members are also members of the access control list. PeopleSearch uses access control lists to control security to application functionality including tab viewing.

You can set up as many access control lists as you need to satisfy the unique needs of your organization. Each access control list should have a set of related groups whose members need to perform similar operations in PeopleSearch.

To create an access control list:

1. Navigate to the Administration Console's Security page.
2. Enter a descriptive name for the access control list in the Access Control List name field in the Access Control List Configuration: Attribute Editing section.
3. Click Add Access Control List to add the access control list to the security configuration.

Once you create an access control list, you need to add groups to it. Refer to the Adding a Windows group topic for more information about how to create groups to use to add to an access control list.

To change the name of an access control list

1. Navigate to the Administration Console's Security page.
2. Click Edit next to the access control list with the name you want to modify in the Access Control List Configuration: Attribute Editing section. This will put the access control list into edit mode.
3. Modify the name in the Access Control List Name field.
4. Click Save ACL to save your changes.

### Managing Groups in an Access Control List

Access control lists use group membership to determine who has access to PeopleSearch functionality. You can add and remove groups to and from an access control list to change which users are members of an access control list. You can also change the name of an access control list without affecting how it controls security access in the application.

To add groups to an access control list:

1. Navigate to the Administration Console's Security page.
2. Click Edit next to the access control list that contains the groups you want to modify in the Access Control List Configuration: Attribute Editing section. This will put the access control list into edit mode.
3. Select the name of the group you want to add to the access control list in the Group list.
4. Click Add Group to add the group to the access control list.
5. Add as many groups as you need to the access control list.
6. Click Save ACL to save your changes.

To remove groups from an access control list:

1. Navigate to the Administration Console's Security page.
2. Click Edit next to the access control list that contains the groups you want to modify in the Access Control List Configuration: Attribute Editing section. This will put the access control list into edit mode.
3. Click the X icon next to the group you want to remove from the access control list.
4. Remove as many groups as you need from the access control list.
5. Click Save ACL to save your changes.

## **Tab Configuration**



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