

**Managing users in  
Entrust Authority Administration Services  
Course Description**

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# Managing users in Entrust Authority Administration Services

**Managing users in Entrust Authority Administration Services** is a one-day, hands-on overview of user and device account management operations performed through the User Management Service and User Registration Service that are part of Entrust Authority Administration Services.

The introductory lessons of this course provide participants with background information on data security and the cryptographic operations of encryption and digital signatures. The concept of the digital ID is introduced, which leads into a discussion about digital certificates and the functionality of the Certification Authority.

Entrust Authority Security Manager serves as the Certification Authority in the Entrust public-key infrastructure. Participants will assume the role of an Administrator in the infrastructure and will log into Entrust Authority Administration Services through the Web browser to learn how to manage digital IDs for users and devices, including creating accounts, activating and recovering digital IDs, changing account properties, updating key pairs and performing other routine administrative tasks.

Hands-on exercises at the end of each section provide participants with the ability to apply the knowledge gained through the lecture segment of each lesson.

## Course Objectives

Upon completion of this course, participants will be able to:

- Describe the steps in the encryption and digital signature operations
- Identify the contents of the digital ID and the need for digital certificates
- Identify the components of the public-key infrastructure and describe the role of the Certification Authority
- Identify the various forms of security store that can be used to store digital IDs
- Access the User Management Service and User Registration Service through the Web browser
- Create accounts for end users and devices
- Perform typical management operations on accounts
- Automate administration tasks using bulk operations
- Assess logging information generated by Entrust Authority Security Manager

## Products covered in this course

Entrust products covered in this course include:

- Entrust Authority Security Manager
- Entrust Authority Administration Services
- Entrust Entelligence Security Provider

## Prerequisites

While prior knowledge of the concepts behind the public-key infrastructure is helpful, participants do not require any previous experience with Entrust products.

Previous experience with the Windows operating system is required as the hands-on exercises are completed on computers running Windows Server 2008 R2.

## Who should attend this course

This course is intended for technology professionals who will be managing accounts in an Entrust public-key infrastructure through Entrust Authority Administration Services, including:

- Administrators
- Customized administrative users
- Auditors
- Technical Support or Help Desk staff

This course is ideal for Administrators who will be responsible for managing accounts in the Entrust Cloud PKI, or Managed Service Offering (MSO).

## Course Lessons

The **Managing users in Entrust Authority Administration Services** course includes the following lessons.

### LESSON 1

#### **Security concepts**

This lesson introduces the cryptographic operations of encryption and digital signatures.

### LESSON 2

#### **Digital certificates**

This lesson details how identities are associated with individuals through the use of digital certificates.

### LESSON 3

#### **Entrust Certification Authority**

This lesson will explore the concept of third-party trust and the responsibilities of the Certification Authority.

### LESSON 4

#### **Entrust public-key infrastructure**

The lesson describes the components and roles in an Entrust public-key infrastructure.

### LESSON 5

#### **Entrust Authority Administration Services**

This lesson introduces Entrust Authority Administration Services, allowing Web-based administration of user and device accounts.

### LESSON 6

#### **Creating new account**

This lesson examines the process for creating new end user or device accounts as an Administrator in Entrust Authority Administration Services.

## LESSON 7

### **Activating an account as an end user**

End users participating in the public-key infrastructure and interacting with other users must be issued a digital ID and have client software to access the keys and certificates. This lesson will introduce Entrust Entelligence Security Provider as one form of client software.

## LESSON 8

### **Managing accounts**

In this lesson, the day-to-day account management activities performed by Administrators in the User Management Service will be examined.

## LESSON 9

### **Self-service tasks in the User Registration Service**

In this lesson, the User Registration Service will be discussed as a mechanism to allow end users to perform registration and administration activities on their own account.

## LESSON 10

### **Bulk operations**

Some management tasks of the Entrust Authority Security Manager can be simplified and automated through bulk operations. This lesson examines bulk operations through the User Management Service.

## LESSON 11

### **Logging and reporting**

In this lesson, some of the tasks related to auditing system events will be examined.