

**Fix Me!** Эта страница пока что не переведена полностью. Пожалуйста, помогите завершить перевод.

(Сотрите это сообщение по окончании перевода.)

# Importing users

## General data

It is not necessary to create each user manually and in order to speed that process up ICS has a function of "import".

To import users go to module "users" and click "import" in the upper right corner. A dialogue box will come up asking what type of import is required.

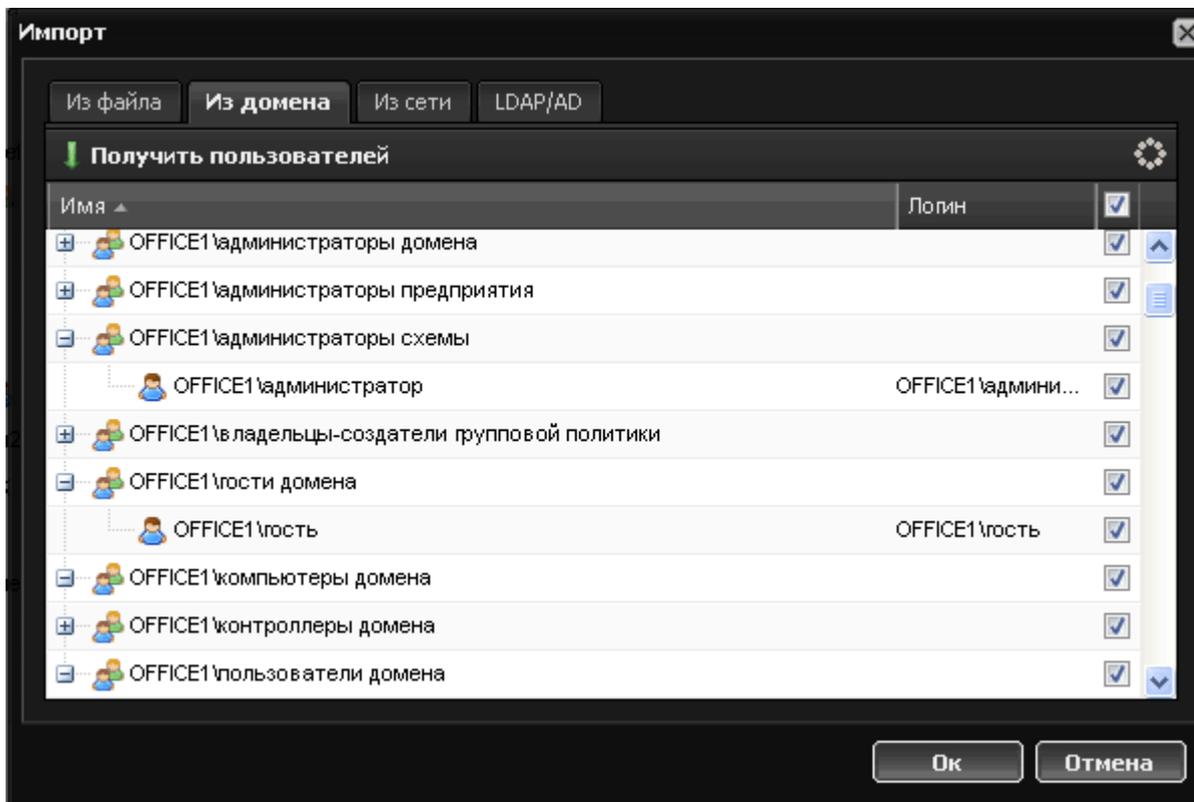
Type of import	Action
From file	ICS will ask to load a text file with the list of users
From domain	After clicking "get users" ICS will display a list of users and groups of domain. For this operation ICS needs to be integrated to domain <a href="#">integrated into Domain</a>
From network	After clicking "get users" ICS will scan LAN and suggest to add the located PC's to the user list
LDAP/AD	Also imports domain users but allows changing LDAP settings. For this operation ICS also need to be <a href="#">integrated into Domain</a>

## Import from file



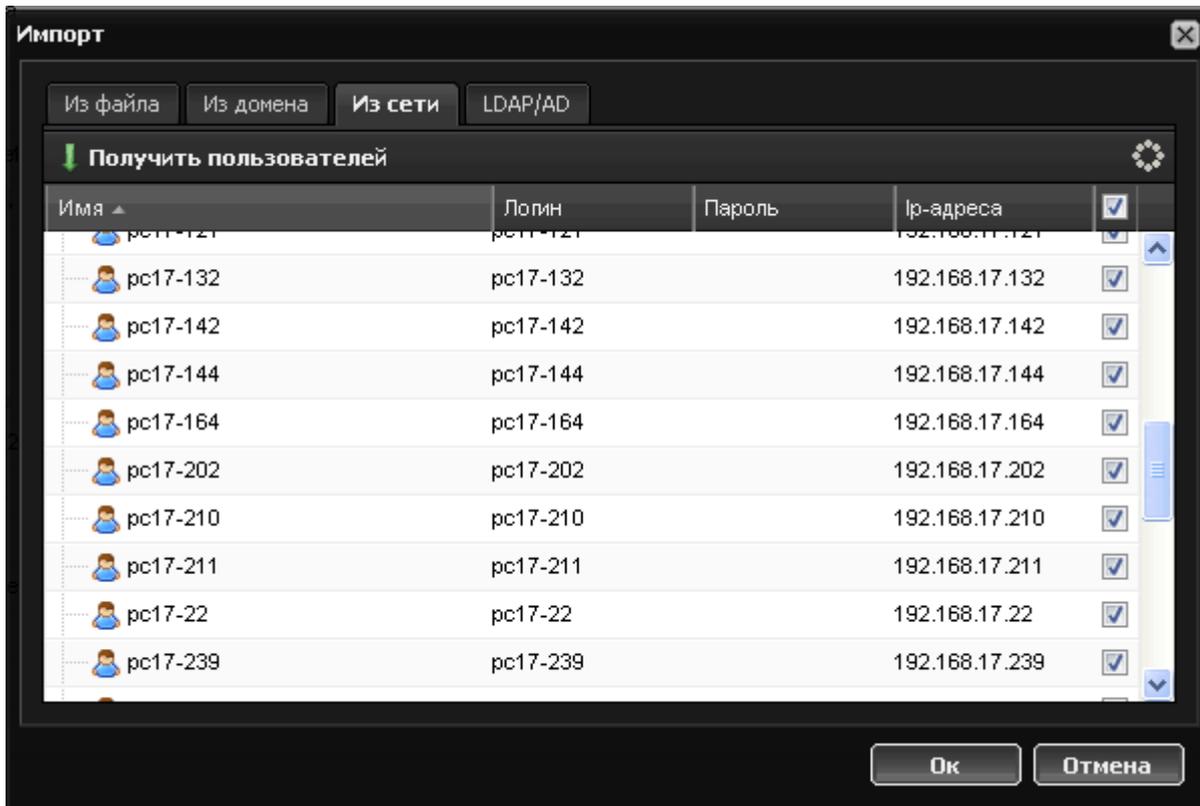
Download file should have an extension \*.txt. List should be in format “user name, login, password, IP”, each user on separate line. You may manually create needed quantity of users right in the import form window.

## Import from domain



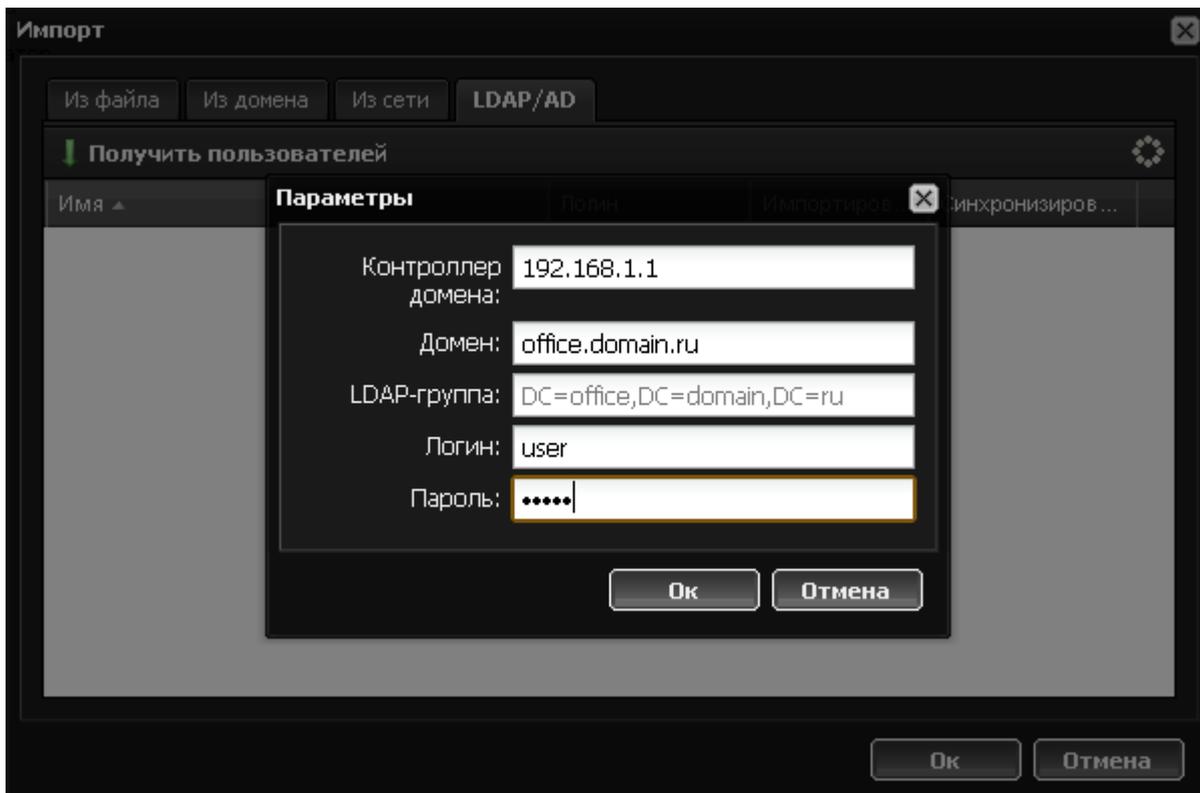
Once «Receive users» clicked - Active-Directory grouped user-list will be displayed. Select with flags needed users and lick «Ok» - imported users will appear in the list. This procedure is the main for adding users from Microsoft domain. Once needed users are selected, click «Ok».

## Import from network



ICS will scan local network and detect all currently-active IP addresses. This is very convenient way to add users with IP address authorization type. ICS will import users and assign their names and logins as «pc<2 last numbers of IP address>». Once needed users are selected, click «Ok».

## Import from LDAP/AD



This import type is more universal and compatible for majority of LDAP-catalogs. In difference with first type (where users are grouped by domain groups) they are grouped by it's organisational units. There are 2 specialties which this type is allowing- users or their groups synchronization with their mailboxes.

Synchronization define that in case of changes in the domain - same changes will be applied on ICS. For instance, if we are synchronizing 2 OU's followed by moving a user from one to other - same way it will be reflected in ICS groups. It is needed to mention that if user group was synchronized - then you cannot edit or delete this particular user from this group. Special icon is highlighting users which were imported and synchronized.

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