Lepide

QUICK START GUIDE

USER PASSWORD EXPIRATION REMINDER

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1.Introduction

The Lepide User Password Expiration Reminder makes it easy to streamline password management. You can set up automated emails to notify users of their password expiry date and reduce your attack surface by cleaning up accounts where passwords are set to never expire.

The User Password Expiration Reminder can be configured while adding a domain or modifying an existing domain.

2.Configuring the User Password Expiration Reminder

The **User Password Expiration Reminder** is found in Advanced Domain Configuration:

To display the Advanced Domain Configuration screen:

1.   Click the **Settings** icon

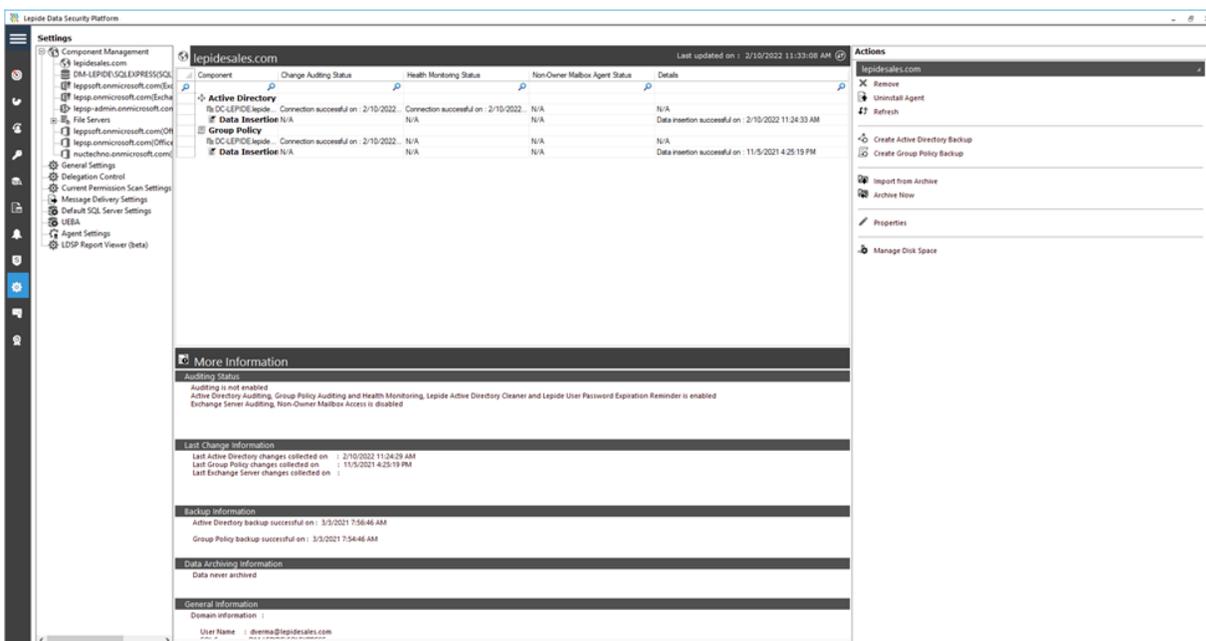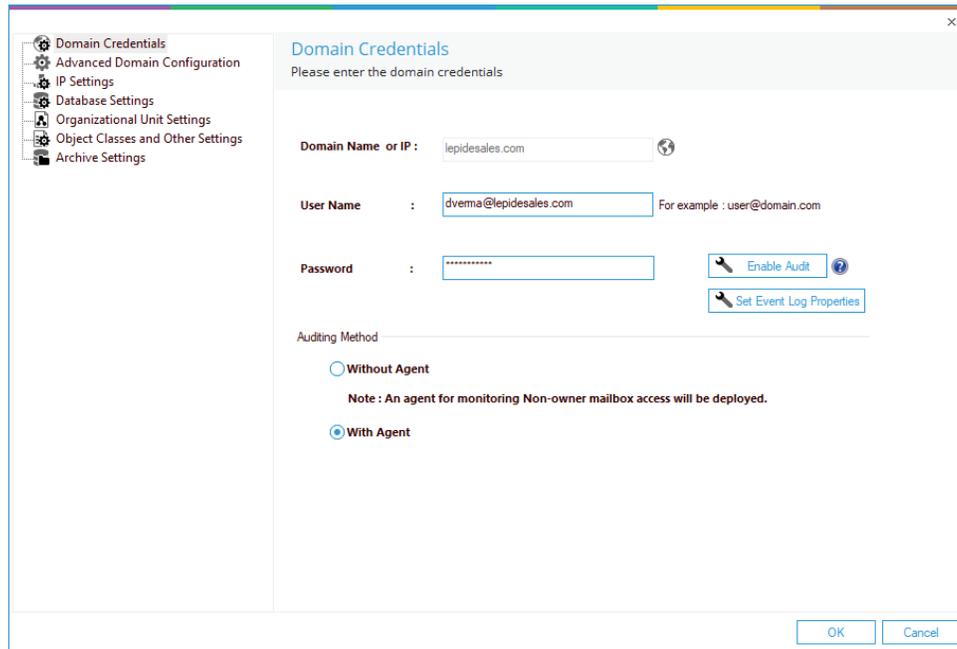2.   Click on the **Active Directory Component** and the following screen will be displayed:

Figure 1: Active Directory Settings

3. Click **Properties** (found on the right-hand side of the screen)

The Domain Credentials dialog box is displayed:

Figure 2: Domain Credentials

4. Choose **Advanced Domain Configuration** (from the left-hand list of options) and the Advanced Domain Configuration dialog box is displayed:
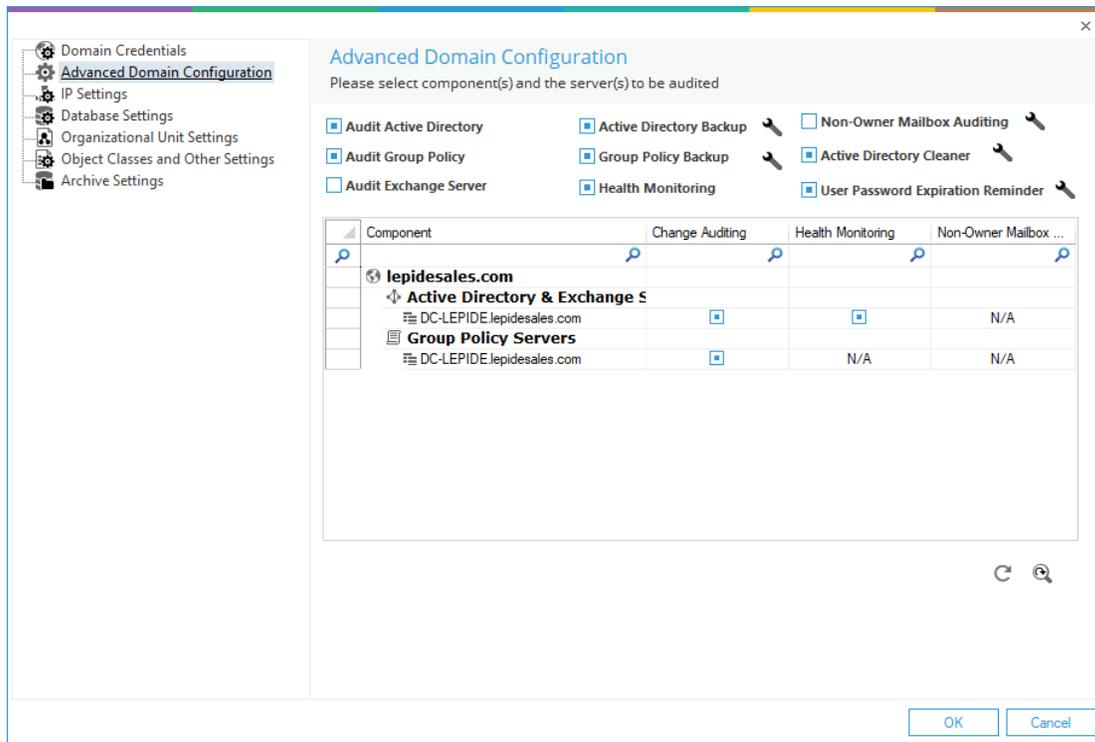
Figure 3: User Password Expiration Reminder

5.   Check the User Password Expiration Reminder option to enable it.

6.   Once enabled, you can click the adjacent ⚒ icon to access its settings.

2.1. User Password Expiration Reminder Settings

Figure 4: Settings for User Password Expiration Reminder

Follow the steps below to configure this setting:

1. **Select Organizational Units:** Here, you need to specify organizational units on which this configuration will be applied. The default value is **All**.

   - Click [...] icon to select the organization unit on which you want to apply the password expiration reminder. The following dialog box appears:
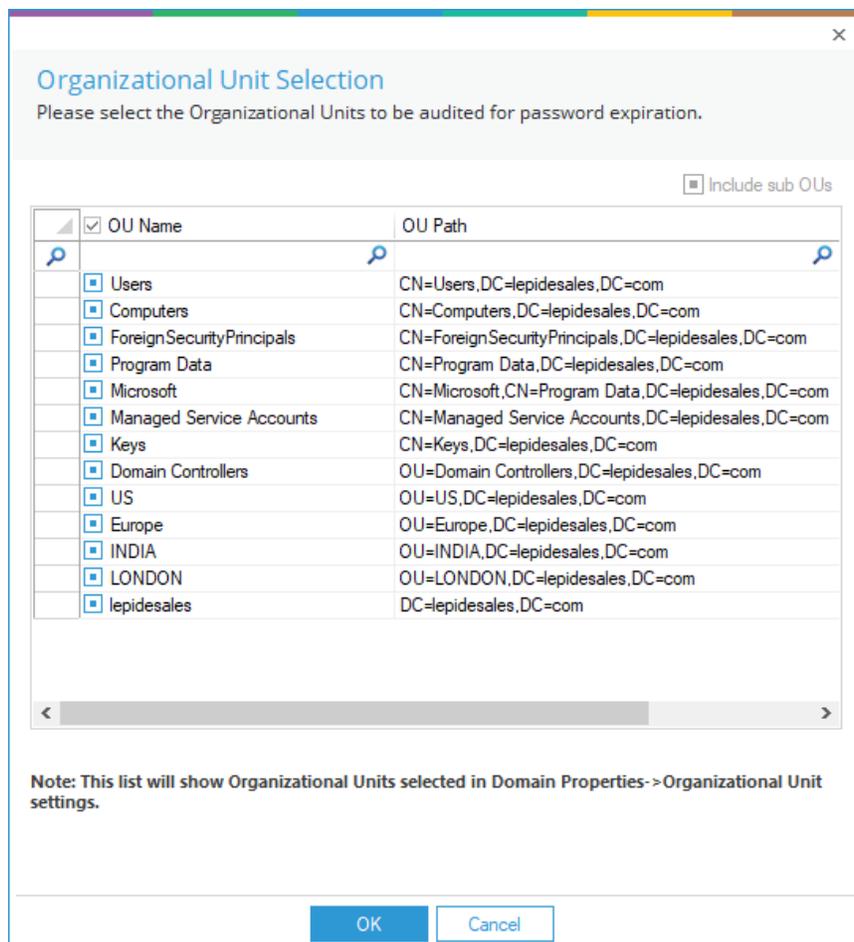

Figure 5: Selecting the OUs

   - Check the boxes of the Organizational Units for which you want to enable this feature. You can uncheck the boxes to exclude them.

   - Click **OK** to apply the settings. It takes you back to the Password Expiration Reminder Settings dialog box.

Figure 6: User Password Expiration Reminder Settings

2. **Select Time:** You can select the time at which you want to send the password expiration reminder alerts to the users.

3. **Sender's Email Account**: Select the email account from which you want to send the alert emails. The added email accounts of **Message Delivery Settings** will be listed here in the drop-down menu. You can also click the ⊕ icon to add another account.

4. **Notify Administrator**: In this section, you need to specify the settings to notify the administrator.

   - Select the number of days after which the passwords of users are going to expire.

   - Enter the email addresses of the recipients, who need to be notified about the list of users whose passwords are going to expire.

   - You can select the alert email template for the administrator.

It contains the following options:

a. Click ⊕ icon to add a new email template using the following dialog box:
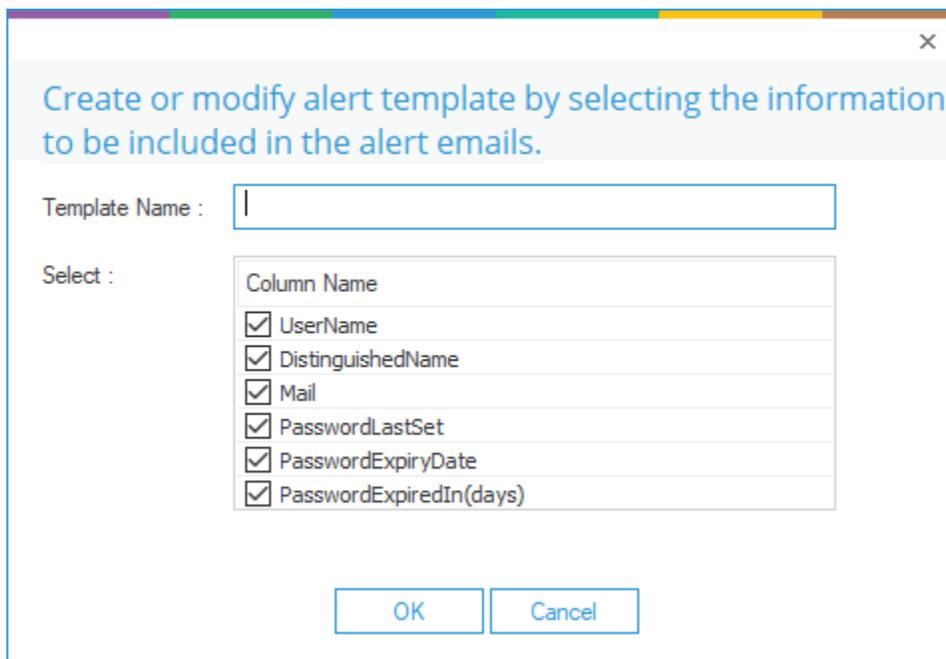
Figure 7: Adding a New Email Template

Perform the steps below to configure the email template

    i. Enter the name for the new template.

    ii. The bottom section lets you select the columns, which will be added to the email. Check the boxes of information that you want to be included and uncheck the boxes to exclude them.

    iii. Click **OK** to add the template and go back to the previous wizard.

- You can select an email template and click the 🖉 icon to modify it.

- You can change the columns to be included in the email template. Click **Modify** to apply the changes.

b. Click the ✕ icon to remove the selected email template.

5. **Notify Users**: You can configure the settings to notify the users whose passwords are going to expire.

Figure 8: Options to Notify the User

It contains the following options:

a. **Everyday if password expires in**: Select this option to send the notifications every day to the users whose password is going to expire in the specified number of days.

b. **Send Notifications**: Select this option to send only three notifications to the users at different intervals. It has the following options.

- **Send first notification when password expires in:** First notification will be sent when the password is going to expire in the specified number of days.

- **Send second notification when password expires in**: Second notification will be sent when the password is going to expire in the specified number of days.

- **Send last notification when password expires in**: Third and last notification will be sent when the password is going to expire in the specified number of days.

c. **Only when password expires in**: Select this option to send a notification only when the password is going to expire in the specified number of days.

d. **User Notification Text**: It contains the text, which will be sent to the users in the notifications. You can modify the text as per the requirement. Use **%USERNAME%** code for **usernames** and **%DAYS%** for the **number of days** after which the password is going to expire.

The following is a screenshot of the configured settings:

Figure 9: Sample Details

6.   Click **Apply** to apply the User Password Expiration Reminder settings.

The following message box appears:
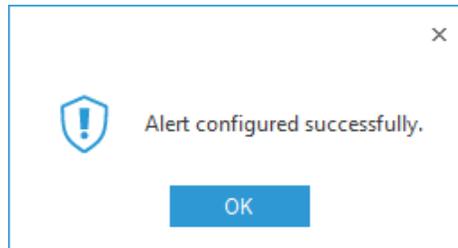
Figure 10: Settings Successfully Applied

7.   Click **OK**

2.2. How to Customize the Logo on Email Notifications

The logo on the email notifications can be customized by following the steps below:

1.   Stop the **LepideDSPSvc** Service on the Lepide Server.
2.   Create a folder named **RemoveLogo** under the default installation directory. By default it is this path: "C:\Program Files (x86)\Lepide Data Security Platform\LUPER"
3.   For using your own logo, place that logo under **C:\Program Files (x86)\Lepide Data Security Platform** with the name ReplaceLepideLogo.png
4.   Start the **LepideDSPSvc** service.
5.   Verify and test the notification.

3. Support

If you are facing any issues whilst installing, configuring or using the solution, you can connect with our team using the below contact information.

Product Experts

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91 (0) -991-004-9028

Technical Gurus

USA/Canada: +1(0)-800-814-0578

UK/Europe: +44 (0) -208-099-5403

Rest of the World: +91(0)-991-085-4291

Alternatively, visit https://www.lepide.com/contactus.html to chat live with our team. You can also email your queries to the following addresses:

sales@Lepide.com

support@Lepide.com

To read more about the solution, visit https://www.lepide.com/data-security-platform/.

4. Trademarks

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