Migrating User Profile

Summary

To minimize the possibility of losing data, please complete the following procedure. If it is not done, there is the potential of losing access to your data and the computer.

If you have any issues, questions, or concerns with this process, please email us at <u>helpdesk@bcomnm.org</u> and for help.

Prerequisites

- Local files backed up and synced to OneDrive
- An internet connection

Notes:

- This process will include restarting your computer so please save all files and close any unnecessary programs before you begin.
- Once you have completed the migration, there will no need to keep the application which will be downloaded. This can be removed by deleting the installer **Profwiz.**

Create local account

1. In the Windows 10 Cortana search box on your taskbar, type **computer management**. If you don't see the search box, simply click on the magnifying glass on the left side of your taskbar.



2. In the search results, click the **Computer Management** application. This will open a new window named **Computer Management**.



3. In the left panel of the new window, click **Local Users and Groups,** right-click on the **Users** folder, and click **New User**.

Computer Management			
File Action View Help			
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 Computer Management (Local) System Tools Task Scheduler Event Viewer Shared Folders Local Users and Groups Groups OPerformance Device Manager Storage Storage Services and Applications 	Name Full Name admin administrator ciscoacvpnuser ciscoacvpnuser ciscoacvpluser ciscoacvpnuser Guest helpdesk WDAGUtility Kefresh Export List View View Arrange Icons Help Help	Description Built-in account for administering t A user account managed by Cisco A A user account managed by the syst Built-in account for guest access to A user account managed and used	Actio User

4. Enter the following information into the **New User** window:

a. **User name** – you may want this to be unique from your current username.

b. Password & Confirm password – the password must follow complexity requirements.

It must be at least 8 characters and include three of the four following requirements:

- i. Lowercase letters
- ii. Uppercase letters
- iii. Numbers
- iv. Special Characters (symbols)

c. Uncheck all checkboxes except for **Password never expires**.

New User				?	×
User name:	Adria	n			
Full name:					
Description:					
Password:		•••••			- 1
Confirm password	l:	••••••			
User must char	nge pa	ssword at next log	on		_
User cannot ch	ange p	assword			- 1
Password neve	er expire	es			- 1
Account is disa	bled				
					_
					- 1
Help			Create	Close	•
-				_	_

5. Look in the **Computer Management** window to confirm the new account has been created.

ile Action View Help Action 2	B B		
Computer Management (Local)	Name Fe	ull Name	Description
> (2) Task Scheduler > (2) Event Viewer	Administrator	drian	Built-in account for administering t
 Issue of the second seco	ciscoacvpnuser ci	scoacvpnuser	A user account managed by Cisco A A user account managed by the syst
Groups Image: Second	Guest helpdesk		Built-in account for guest access to

Giving The New Account Administrative Rights

- 1. If you closed the **Computer Management** window, reopen it by using steps 1 & 2 in the previous section.
- 2. In the **Computer Management** window, click **Local Users and Groups**, double-click **Groups**, and double-click **Administrators**. A new window should appear called **Administrators Properties**.

File Action View Help			
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Computer Management (Local) System Tools Computer Task Scheduler Computer Viewer Computer Scheduler Computer	Name Access Control Assistan Administrators Backup Operators Cryptographic Operato Device Owners Distributed COM Users	Description Members of this group can remotel Administrators have complete and Backup Operators can override sec Members are authorized to perfor Members of this group can change Members are allowed to launch, act	Actions Groups Mo Adminis Mo
 N Performance Device Manager Storage T Disk Management Services and Applications 	Event Log Readers Guests Hyper-V Administrators IIS_JUSRS Network Configuration Performance Log Users Performance Monitor U Power Users Remote Desktop Users Remote Management Replicator System Managed Acco	Members of this group can read ev Guests have the same access as me Members of this group have compl Built-in group used by Internet Infor Members in this group can have so Members of this group can access Power Users are included for backw Members in this group are granted Members of this group can access Supports file replication in a domain Members of this group are manage	
	용 Users 횰 ConfigMgr Remote Co	Users are prevented from making a Members in this group can view an	

- Administrators Properties ? X General Members: Members: Members: Administrators have complete and unrestricted access to the computer/domain Members: AD\aramirez AD\aramirez AD\Domain Admins ministrator helpdesk
- 3. In the Administrators Properties window click **Add...** A new window should appear called **Select Users**.

4. In the Select Users, Computers, Service Account, or Groups window click Locations...

user logs on.

Cancel

Add...

Remove

OK

Changes to a user's group membership are not effective until the next time the

Apply

Help

Select Users, Computers, Service Accounts, or Group	s	×
Select this object type:		
Users, Service Accounts, or Groups		Object Types
From this location:		
ad.bcomnm.org		Locations
Enter the object names to select (<u>examples</u>):		
		Check Names
Advanced	OK	Cancel

5. The **Locations** window will appear. In the **Locations** window, select the computer's name. It will be the first option on the list and will have a little computer icon next to it. Click **OK**.

Locations		×
Select the location you want to search.		
Location:		
Entire Directory		
	OK Cano	xel

6. In the **Select Users** window enter in the **EXACT** username of the new account created earlier. If you don't, it will not be able to find the account. Click **Check Names**.

elect Users	×
Select this object type:	
Users or Built-in security principals	Object Types
From this location:	
BCOM-011671	Locations
Enter the object names to select (<u>examples</u>): Adrian	 Charle Namas

7. If the username was entered correctly, it will list it in the box directly below **Enter the object names to select (examples):** as shown below. Click **OK**.

Select Users	×
Select this object type:	
Users or Built-in security principals	Object Types
From this location:	
BCOM-011671	Locations
BCOM-011671 Enter the object names to select (<u>examples</u>): BCOM-011671\Adrian	 Locations Check Names

8. Verify the account has been added to the Administrators members list in the **Administrators Properties** window. Click **OK**.

Administrators Pro	perties			?	×
General					
Adminis	strators				
Description:	Administrator the computer	s have comple /domain	ete and unrestrict	ed acces	ss to
Members:					
AD\aramirez AD\Domain A admin Administrator Administrator Administrator Administrator Administrator Administrator	Admins r				
Add	Remove	Changes t are not effe user logs o	o a user's group r ective until the ne n.	nembers ext time tl	ship he
C	ОК	Cancel	Apply	He	elp
-		_			

Download/Install ForensiT User Profile Wizard

- Click on this link to download the program: <u>https://www.forensit.com/Downloads/Profwiz.msi</u>
- 2. Once the file is downloaded, run the installer **Profwiz**. If you did not configure your web browser to put it somewhere else, it should be in your **Downloads** folder.

Pin to Quick Copy access	Cut Maste Paste Paste Cut Copy path Paste shortcut	Move Copy to * to *	Delete Rename	New item •	Properties	Select all Select none Invert selection	
Cli	pboard	Organ	nize	New	Open	Select	
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P Desuments	🍃 🕹 Installi	ng the Printer (mad	:OS)	5/19/2020 8:50 AM	Adobe Acrobat D	828 KB	
Documents	A Installi	ng the Printer (PC)		5/19/2020 8:48 AM	Adobe Acrobat D	206 KB	

3. Click on the radial button, which corresponds with I accept the terms in the License Agreement and then click on Install.

End-User License Agreement		1
Please read the following license agree	ement carefully	and the second s
END-USER LICENSE AGREEN	1EN I	
Agreement ("EULA") is a legal ag individual or a single entity) and F	LLY: This End-User License greement between you (an ForensiT for the ForensiT User	
installing, copying, or otherwise u to be bound by the terms of this E terms of this EULA. do not install	erred to as the 'SOFTWARE'. By using the SOFTWARE, you agree EULA. If you do not agree to the I or use the SOFTWARE.	~
to be bound by the terms of this EULA. do not install • I accept the terms in the License Age	erred to as the 'SOFTWARE'. By using the SOFTWARE, you agree EULA. If you do not agree to the I or use the SOFTWARE. greement	~
 Profile VVIZard Software later reference installing, copying, or otherwise up to be bound by the terms of this E terms of this EULA. do not install I accept the terms in the License Age I do not accept the terms in the License 	erred to as the 'SOFTWARE'. By using the SOFTWARE, you agree EULA. If you do not agree to the I or use the SOFTWARE. greement ense Agreement	~
 Profile VVIZard Software later reference installing, copying, or otherwise up to be bound by the terms of this E terms of this EULA. do not install I accept the terms in the License Age I do not accept the terms i do n	erred to as the 'SOFTWARE'. By using the SOFTWARE, you agree EULA. If you do not agree to the I or use the SOFTWARE. greement tense Agreement	*

4. Make sure the Launch User Profile Wizard Personal Edition checkbox is checked and click Finish.



5. A **User Account Control** windows may appear asking if you want to allow ForensiT to make changes to your device. Click **Yes**.





6. On the Welcome to the User Profile Wizard, click Next.

7. Select your BCOM account (AD\firstname.lastname) and click **Next**.

ofile Wizard cct a User Profile Select the User Profile that you w	rant to migrate.	5
Profiles stored on the computer:		
Name	Profile Path	
SCOM-011671\admin	C:\Users\admin	
AD\cagnew	C:\Users\cagnew	
	C. TOSUS Yarahimez	
Disable Account	Show Unassigned Profiles	
Delete Account		

8. Click the drop-down arrow and select your computer's name. You should have two choices and the AD choice is NOT the correct one.

Specify the domain and acc profile.	ount name for the	e user you would	l like to use the	Q
Enter the domain, or select t	he local compute	er name:		
BCOM-011671		~		
AD BCOM-011671				
Enter the account name:				
🗹 Set as default logon				

- 9. Enter in the **EXACT** username of the new account created earlier otherwise the program will not work. Make sure the following checkboxes are checked and then click **Next**.
 - a. Join Workgroup
 - b. Set as default logon

Enter the demain or colo	at the legal computer		
BCOM-011671	a the local computer	V	
Join Domain	oin Workgroup		
Enter the account name: Adrian			
Set as default logon			

10. The migrating process will begin and may take a bit of time depending on the amount of data in your profile. Click on **Next** when it becomes available.

The User Profile is being migrated.	
The migration process may take some time. Please wait.	
Getting Domain SID Done. SID is S-1-5-21-3436770661-22181299-760981002-18343 Checking for roaming profileDone. No roaming profile path set.	^
Processing UWP Apps Done. Setting Registry ACLs Done. Set Registry ACLs in 2,956 seconds.	
Closing Apps Done. Setting Profile ACL	~

11. Once migration is complete, click **Finish**. Your computer should ask you to restart shortly after.

User Profile Wizard	Congratulations	×
J.	The migration was successful.	I
	BCOM-011671 Adrian's profile will be used by account aramirez when the user next logs onto this machine.	
	Copyright © ForensiT Limited 2002-2019. All rights reserved. This software was built in England.	
-	< Back Finish Cancel	

12. Once the machine finishes restarting, log into to the newly created account. All your data should have transferred over.