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### **Text Editors**

- a. vi
- b. nano
- c. gedit
- d. Change default editor sudo update-alternatives --config editor

### **View and Install Software**

### GUI



a) Click on the Ubuntu Software Center



b) From the Ubuntu Software Center, you can search for software packages, see installed software by category type, and get a history of installed/updated/removed software packages, by date.



c) Click Install to start the process

#### **Command Line**

- a. To find out the package name and description sudo apt-cache search vsftpd
- b. To check information of package along with a short description sudo apt-cache show vsftpd
- c. To check the dependencies for particular software packages sudo apt-cache showpkg vsftpd
- d. To resynchronize the package index files from the their sources sudo apt-get update
- e. To upgrade all the currently installed software packages on the system sudo apt-get upgrade
  Do not continue so select n
- f. To install one or more packages sudo apt-get install vsftpd sysv-rc-conf mlocate
- g. To get list of installed packages sudo dpkg --get-selections | grep -v deinstall
- h. Verify vsftpd is installed sudo dpkg -l vsftpd

- i. To un-install software packages without removing their configuration files sudo apt-get remove vsftpd
- j. To un-install software packages with their configuration files sudo apt-get remove --purge vsftpd
- k. To free up the disk space by cleaning retrieved packages sudo apt-get clean

### **Create new users and groups**

#### GUI

a) By default, you will have access to the User Accounts application. If you want to manage users and groups, you must install the gnome-system-tools package to get the Users and Groups application.



b) Select the Users and Groups application

| 😣 🖻 🗊 Users Settings      |                          |                   |
|---------------------------|--------------------------|-------------------|
| <b>Student</b><br>student |                          | Change            |
|                           | Account type: Custom     | Change            |
|                           | Password: Asked on login | Change            |
|                           |                          |                   |
|                           |                          |                   |
|                           |                          |                   |
| Add Delete                |                          |                   |
| Manage Groups             |                          | Advanced Settings |
| Help                      |                          | Close             |

c) Click Add to create a new user

|   | 😣 Create N | New User  |   |
|---|------------|---|---|
|   | (          | Create a new user   |   |
| ( | Name:      | newußer   |   |
|   | Username:  | newuser 🔻   |   |
|   |            | Username must consist of.<br>> lower case letters from<br>the English alphabet<br>> digits<br>> any of the characters ".",<br>"-" and "_" |   |
|   |            | Cancel  | ) |

d) Enter in a name. Username is fill in based on the name but you can change it.

|   | Change User Password            |
|---|---------------------------------|
|   | Changing user password for:     |
|   | • Set password by hand          |
| ( | New password:                   |
|   | Confirmation:                   |
|   | Generate random password        |
|   | Password set to:                |
|   | Don't ask for password on login |
|   | Cancel                          |

e) Enter new password for the new user. Optionally, you can choose a random password. Although not recommended, you can also not set a password for the new user.

|           | S C Users Settings        |                          |                   |
|-----------|---------------------------|--------------------------|-------------------|
| $\langle$ | <b>newuser</b><br>newuser | newuser                  | Change            |
|           | student                   | Account type: Custom     | Change            |
|           |                           | Password: Asked on login | Change            |
|           |                           |                          |                   |
|           |                           |                          |                   |
|           |                           |                          |                   |
|           | Add Delete                |                          |                   |
|           | Manage Groups             |                          | Advanced Settings |
|           | Help                      |                          | Close             |

f) Now that the account is created, let's click Advanced Settings.

| 😣 🗉 Change Advanced User Settings                 |                          |  |
|---|--------------------------|--|
| Changing advanced settings for:<br><b>newuser</b> |                          |  |
| Contact Information                               | User Privileges Advanced |  |
| Advanced Settings                                 | ;<br>nt                  |  |
| Home directory:                                   | /home/newuser            |  |
| Shell:  | /bin/bash 🔹              |  |
| Main group:                                       | newuser 💌                |  |
| User ID:  | 1001 - +                 |  |
|   | Cancel OK                |  |

- g) You can add additional information to Contact Information or set settings permissions in User Privileges
- h) In the Advanced tab, you can edit the home directory, shell, primary group and user id. You can also disable the account from the Advanced tab.

| 😣 🖨 🗊 Users Settings |                          |                   |
|----------------------|--------------------------|-------------------|
| A newuser newuser    | ewuser                   | Change            |
| Student<br>student   | Account type: Custom     | Change            |
|                      | Password: Asked on login | Change            |
|                      |                          |                   |
|                      |                          |                   |
|                      |                          |                   |
|                      |                          |                   |
| Add Delete           |                          |                   |
| Manage Groups        |                          | Advanced Settings |
| Help                 |                          | Close             |

i) Now let go to Manage Groups to add supplemental groups.

| 😣 🗊 Groups settings             |            |
|---------------------------------|------------|
| Groups available on the system: |            |
| src                             | Add        |
| ssh                             |            |
| ssl-cert                        | Properties |
| staff                           | Doloro     |
| student                         | Delete     |
| sudo                            |            |
| sys                             |            |
| syslog                          |            |
| tape                            |            |
| tty                             |            |
| Help                            | Close      |

j) Select the group you want to add your user to.

| 🛛 🖲 Group 'sı  | ıdo' Properties |
|----------------|-----------------|
| Basic Settings |                 |
| Group name:    | sudo            |
| Group ID:      | 27 – +          |
| Croup Member   | 5               |
|                | Cancel OK       |

k) Add the user to the group.

| 😣 🗊 Group 'su  | do' Properties |     |
|----------------|----------------|-----|
| Basic Settings |                |     |
| Group name:    | sudo           |     |
| Group ID:      | 27             | - + |
| Group Members  | ;              |     |
| 🖌 newuser      |                |     |
| Student 🗹      |                |     |
|                |                |     |
|                |                |     |
|                | Cancel         | ок  |

I) After selecting the user, click Ok

| 😣 🔿 💷 Users Settings      |                          |                   |
|---------------------------|--------------------------|-------------------|
| <b>newuser</b><br>newuser | ewuser                   | Change            |
| Student<br>student        | Account type: Custom     | Change            |
|                           | Password: Asked on login | Change            |
|                           |                          |                   |
|                           |                          |                   |
|                           |                          |                   |
|                           |                          |                   |
| Add Delete                |                          |                   |
| Manage Groups             |                          | Advanced Settings |
| Help                      |                          | Close             |

m) Now, let's delete the new user we just created. Select the user and Delete.

| 8 |   |   |  |
|---|---|---|--|
| 6 | Remove home folder for newuser?   |   |  |
| V | Files owned by user newuser in / home/ newuser can be completely removed if you don't need them anymore. You may want to back them up before deleting the account, or keep them so that an administrator can save them later. |   |  |
|   | Keep Files Don't Remove Accound Delete Files  | > |  |

n) You have an option when removing the user's account to keep or delete the user's files.

| 😣 🔿 🗇 Users Settings |                          |                   |
|----------------------|--------------------------|-------------------|
| Student<br>student   | Student                  | Change            |
|                      | Account type: Custom     | Change            |
|                      | Password: Asked on login | Change            |
|                      |                          |                   |
| Add Delete           |                          |                   |
| Manage Groups        |                          | Advanced Settings |
| Help                 |                          | Close             |

o) After making that selection, you will see the user is deleted.

#### **Command Line**

- a. Create new users sudo useradd -u2000 -G sudo -c "Student Number" -s /bin/sh student1
- Set password on user sudo passwd student1
- c. Create a new group sudo groupadd developer
- Check account information then set account to expire tomorrow sudo chage -I student1 sudo chage -E "2015-03-01" student1
- e. Update the user account sudo usermod -s /bin/bash -aG developer student1
- f. Create a second user sudo adduser student2
- g. Create a third user sudo adduser student3
- Login as student2 and change the password su - student2 -s /bin/dash passwd
- i. Lock student2 account sudo passwd -l student2
- j. Delete student3 and his home directory sudo userdel -r student3
- Check current statuses of all accounts sudo passwd -aS
- I. Verify student1 user exist sudo getent passwd student1
- Werify student1 groups sudo id student1
- n. Check who is currently logged one
  - w
  - who
  - users
  - uptime
  - top | head -1
  - last | grep -w 'still logged in'
- o. Check user's login and logout times/dates last -F
- p. Let's reboot server but first notify logged on users, Open up another shell sudo shutdown -r +1 "The system is about to reboot in 1 minute"