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# Manage Users

*Register users on your Foswiki site; change/reset/install passwords; remove user accounts*

 Some of the features below may be disabled, depending on your Foswiki configuration.

## Authentication and Access Control

- UserAuthentication describes your options for user authentication
- AccessControl describes how to define groups and how to restrict access to content

## Register User

You don't have to have user home pages in Foswiki for Authentication to work - see UserAuthentication for details.

- UserRegistration is used when you want new users to individually register with Foswiki by filling out a form
- You can create a custom versions of NewUserTemplate and UserForm
- BulkRegistration is used by administrators to register multiple users at the same time

## Change, Reset and Install Passwords

*Note that the below features are only relevant when you use an internal password manager where Foswiki can set and reset passwords.*

- ChangePassword is for users who *can* remember their password and want to change it
- ResetPassword is for users who *cannot* remember their password; a system generated password is e-mailed to them
- BulkResetPassword is for administrators who want to reset many passwords at once
- ChangeEmailAddress changes the hidden email address stored in the password file

## Changing User Account Names

To change the user's WikiName:

- Rename the user's Foswiki homepage in the Main web, such as from JaneSmith to JaneMiller.
  - ◆ Fix backlinks in the Main web only
  - ◆ Make sure the group topics are updated (if any.)
- Edit the Main.WikiUsers topic and move the user's entry so that the list is in proper alphabetical order.
- Recreate the old topic with a pointer to the new topic, so that links in other webs work properly.

Example content:

```
%M% Jane Smith is now known as JaneMiller
```

If external authentication is used and you want to change the login name:

- The login name needs to be changed in the authentication server (e.g. Active Directory)
- In Foswiki's Main.WikiUsers topic, fix the mapping from login name to WikiName:

```
* JaneSmith - jsmith - 13 Sep 2006
```

to:

## Removing User Accounts

To remove a user account (FredQuimby, who logs in as "fred"):

1. If you are using a `.htpasswd` file, edit the `.htpasswd` file to delete the line starting `fred`:
  - ◆ **Warning:** Do not use the Apache `htpasswd` program with `.htpasswd` files generated by Foswiki! `htpasswd` wipes out email addresses that Foswiki plants in the info fields of this file.
2. Remove the `FredQuimby - fred` line from the `Main.WikiUsers` topic
3. Remove `FredQuimby` from all groups and from all the `ALLOWWEB/ALLOWTOPIC...` declarations, if any.

**Note:** If you fail to do this you risk creating a security hole, as the next user to register with the wikiname `FredQuimby` will inherit the old `FredQuimby`'s permissions.
4. *[optional]* Delete their user topic `Main.FredQuimby` (including attachments, if any.)

**Note:** Consider leaving the user topic file in place so their past signatures and revision author entries don't end up looking like `AnUncreatedTopic?`. If you want to make it clear the user is no longer around, replace the topic content with a note to that effect. The existence of the `UserName` topic should also prevent that user name from being re-used, sealing the potential security hole regarding inherited permissions..

## Customizing registration Emails.

Foswiki's Registration can send 3 emails who's output is governed by templates:

1. User registration confirmation - `templates/registerconfirm.tpl`
2. User registration notification - `templates/registernotify.tpl`
3. Email to notify the Wiki admin of registration - `templates/registernotifyadmin.tpl`

As these are `SkinTemplates`, they can be customized and selected using the `SKIN` path setting. Because there are default `tpl` files in the `templates` dir, this cannot use `Template` topics.

These template files have a specific format that matches the raw format of emails sent via SMTP, so be careful and test your changes. It is easiest to start by copying the default templates:

```
cd templates
cp registernotify.tpl registernotify.myskin.tpl
cp registerconfirm.tpl registerconfirm.myskin.tpl
cp registernotifyadmin.tpl registernotifyadmin.myskin.tpl
```

then add `myskin` to the beginning of the `SKIN` setting in `SitePreferences`.

From this point on, your `myskin` templates will be used for the registration emails.

To make it possible for `WikiUsers?` to modify the email contents, you could use a parameterized `%INCLUDE%` statement in your customized version. eg:

```
From: %WIKIWEBMASTERNAME% <%WIKIWEBMASTER%>
To: %FIRSTLASTNAME% <%EMAILADDRESS%>
Subject: %MAKETEXT{"[_1] - Registration for [_2] ([_3])" args="%WIKITOOLNAME%, %WIKINAME%,
MIME-Version: 1.0
Content-Type: text/plain; charset=%CHARSET%
Content-Transfer-Encoding: 8bit

%INCLUDE{
```

```

"%USERSWEB%.RegisterNotifyEmail"
WIKINAME="%WIKINAME%"
FIRSTLASTNAME="%FIRSTLASTNAME%"
EMAILADDRESS="%EMAILADDRESS%"
}%

```

- **note the use of %WIKINAME%, %FIRSTLASTNAME%, %EMAILADDRESS% passed in from the INCLUDE so that the topic below is similar to the original template**

and then create a topic Main.RegisterNotifyEmail:

```

Welcome to %WIKITOOLNAME%.

%MAKETEXT{"Your personal [_1] topic is located at [_2]. You can customize it as you like:"

    * %MAKETEXT{"Some people turn it into a personal portal with favorite links, what they v
    * %MAKETEXT{"Some add schedule information and vacation notice."}%

Regards
%WIKIWEBMASTERNAME%
Your Wiki Admin

%MAKETEXT{"Note:"}%
    2 %MAKETEXT{"You can change your password at via [_1]" args="%SCRIPTURL{"view"}%/%SYSTEM
    3 %MAKETEXT{"If you haven't set a password yet or you want to reset it, go to: [_1]" ar

%MAKETEXT{"Submitted content:"}%
%FORMDATA%

%META:PREFERENCE{name="ALLOWTOPICCHANGE" title="ALLOWTOPICCHANGE" type="Set" value="Main.A

```

- **remember to secure the topic appropriately to prevent attackers from getting emailed sensitive passwords.**

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### Related Topics: AdminDocumentationCategory










Edit | Attach | Print version | History: %REVISIONS% | Backlinks | Raw View | More topic actions

Topic revision: r1 - 15 Sep 2006 - 01:48:11 - ProjectContributor

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