

ArtfulBits Password Expiration Web Part

for Microsoft® SharePoint®



User Guide

Overview	1
Feature List	2
Why ArtfulBits Password Expiration Web Part?	2
How to Use	2
Password Expiration Global Settings.....	2
Password Expiration Web Part	4
Password Expiration Alert	5
Release Notes	7
See Also	8
Remarks.....	9

Overview

ArtfulBits Password Expiration Web Part enables notification of Active Directory users through the Web Part user interface along with a link to a web page to change their password and/or an email that is automatically sent to their inbox notifying the user that their password is about to expire within a specified grace period. Administrators also have an option to force the users to be automatically redirected to selected web page in order to change their passwords.

[ArtfulBits Password Expiration Web Part](#)

Your password will be expiring in 5 day(s). Please click [here](#) to change your password.

In addition, administrators can schedule the email notifications using Password Expiration Alert Job and configure how often and for how long the emails will be sent to users.

Feature List

Feature	SharePoint 2010	SharePoint 2013
Notify users via Web Part interface when password is about to expire	✓	✓
Ability to automatically redirect the users to a specified URL to enforce password changing	✓	✓
Send email notifications to users before their passwords expire	✓	✓
Schedule frequency and grace period for sending emails	✓	✓
Customizable email notification	✓	✓
Language pack support (desired localization could be added by request)	✓	✓

Why ArtfulBits Password Expiration Web Part?

ArtfulBits Password Expiration Web Part is unique SharePoint add-on that can prevent password expiration by notifying the AD users via email or via Web Part interface that their passwords are about to expire. Using in combination with ArtfulBits Password Change Web Part can substantially improve users' password management.

How to Use

ArtfulBits Password Expiration Web Part product includes two components:

- **ArtfulBits Password Expiration Web Part** - the Web Part can be configured to display warning message that users' password is about to expire or to force redirect them to the web page to change their password
- **ArtfulBits Password Expiration Alert** - periodically this timer job reads user information in Active Directory to determine the password expiration date for SharePoint users. If user password is about to expire then it sends email notification with link to change password

NOTE: Password Expiration works only with Active Directory users and supports only one domain.

Password Expiration Global Settings

To give access for timer job to read user information in Active Directory you should open "Password Expiration Settings" page in your site collection (Site Actions → Site Settings → Site Collection Administration → Password Expiration settings) and provide Administrative Account that has right to read Active Directory user information.



Site Collection Administration

- Search settings
- Search scopes
- Search keywords
- FAST Search keywords
- FAST Search site promotion and demotion
- FAST Search user context
- Recycle bin
- Site collection features
- Site hierarchy
- Site collection audit settings
- Audit log reports
- Portal site connection
- Site collection policies
- Content type publishing
- Help settings
- Password Change settings
- Password Expiration settings

Administrative Account Provide Administrative Account that has right to read Active Directory user information.	Domain: <input type="text" value="domain"/> Account Name: <input type="text" value="testadmin"/> Password: <input type="password" value="••••••"/>
Email Settings Customize email notification to be sent to users before their passwords are about to expire. You can use following template fields in e-mail subject and body: \$DAYSLEFT\$, \$EXPIRATIONDATE\$, \$TODAY\$, \$USERLOGIN\$, \$USERNAME\$.	Password Expiry Warning Period: <input type="text" value="14"/> days Specify the number of days left till the password expiration date that you want email notification to be sent to users. Email Subject: <input type="text" value="Your password is about to expire!"/> Email Body: <input >http:="" _layouts="" a"="" artfulbits.webparts="" changepassword.aspx<="" changepassword.aspx\"="" http:="" sp-2010-2:8080="" title='\"Change Password\"' type="text" value="<p>Greetings!</p><p>Your password will be expiring in \$DAYSLEFT\$ day(s). Please go to the following link to change your password:</p><p> Email From: <input type="text" value="noreply@companyname.com"/> Email Bcc: <input type="text"/>

- **Domain** - enter the domain name
- **Account Name** - enter the Account Name for the domain administrator who has read-only rights to Active Directory user information
- **Password** - enter the password for the Active Directory account

In this page you can also specify email notification settings:

- **Password Expiry Warning Period** – specify the number of days left till the password expiration date that you want email notification to be sent to users
- **Email Subject** and **Email Body** - specify e-mail subject and body. You can use the following template fields in email content: \$DAYSLEFT\$, \$EXPIRATIONDATE\$, \$TODAY\$, \$USERLOGIN\$, \$USERNAME\$
- **Email From** - specify sender's address
- **Email Bcc**- specify administrator email to be notified about confirmation e-mails sent to users

Password Expiration Web Part

To use the ArtfulBits Password Expiration Web Part you must first activate "ArtfulBits Password Expiration Web Part" site collection feature and then add this web part to your desired page as any standard Web Part.



After that click on "Open the tool pane" link to edit the Web Part.

On Password Expiration Settings panel you can configure the following:

- **Password Expiry Warning Period** - specify the number of days left till the password expiration date that you either want users to be automatically redirected to the specified URL or to display password expiry warning message in the Web Part
- **Automatically redirect users to password change page** - check this option to automatically redirect users to the specified URL and type server relative URL to a web page where users can change their password or get instructions on how to do this
- **Display password expiry warning message** - select to display password expiry warning message in the Web Part. You can use the following template fields in warning message: \$DAYSLEFT\$, \$EXPIRATIONDATE\$, \$TODAY\$, \$USERLOGIN\$, \$USERNAME\$

Click "Click here to open Password Expiration settings page" link to navigate to Password Expiration settings page, where you can specify Administrative Account that used to read Active Directory user information.

Password Expiration Alert

To add "ArtfulBits Password Expiration Alert" timer job to selected Web application, administrator needs to activate "ArtfulBits Password Expiration Alert Job" Web application feature.

By default, timer job runs weekly on Sunday at 2:00 AM. You can modify the schedule by specifying when the timer job will run. In order to do this please select Central Administration → Monitoring → Timer Jobs → Review job definitions:



Title	Web Application	Schedule Type
Application Addresses Refresh Job		Minutes
Application Server Administration Service Timer Job		Weekly
Application Server Timer Job		Disabled
ArtfulBits Password Expiration Alert	SharePoint - 88	Weekly
ArtfulBits Password Expiration Alert	SharePoint - 80	Weekly

Then click on "ArtfulBits Password Expiration Alert" link of target web application in Job Definitions table. In "Recurring Schedule" section edit page you can schedule timer job to monitor users' password expiration date.

Job Title	ArtfulBits Password Expiration Alert	
Job Description		
Job Properties This section lists the properties for this job.	Web application:	SharePoint - 88
	Last run time:	N/A
Recurring Schedule Use this section to modify the schedule specifying when the timer job will run. Daily, weekly, and monthly schedules also include a window of execution. The timer service will pick a random time within this interval to begin executing the job on each applicable server. This feature is appropriate for high-load jobs which run on multiple servers on the farm. Running this type of job on all the servers simultaneously might place an unreasonable load on the farm. To specify an exact starting time, set the beginning and ending times of the interval to the same value.	This timer job is scheduled to run: <input type="radio"/> Minutes Starting every week between <input type="radio"/> Hourly Sunday at 12 PM 00 <input type="radio"/> Daily and no later than <input checked="" type="radio"/> Weekly Sunday at 12 PM 00 <input type="radio"/> Monthly	

Run Now	Disable	OK	Cancel
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Release Notes

Version	Notes
v1.1 (February 5, 2013)	New Features: <ul style="list-style-type: none">• Added SharePoint 2013 support• Added German, Russian and Swedish localization
v1.01 (November 10, 2011)	Bugs Fixed: <ul style="list-style-type: none">• Fixed email notification from Password Expiration Alert Job
v1.0 (July 29, 2011)	Initial Release

See Also



[Cascaded Lookup Column](#)

Cascaded Lookup Column allows building relationship between parent and child columns, the data selected in one field will determine the options presented in another.



[Category Column](#)

Category Column allows tracking, organizing and grouping list items. Outlook 2007 approach for elements categorization, easy indicator color changing and using of advanced tooltip, provide a high professional component style.



[Column Data Adapter](#)

Column Data Adapter is an extension component providing ability to use ArtfulBits Columns in Microsoft Access forms, reports and Microsoft Excel.



[Column Permissions](#)

Column Permissions allows you to manage access to list content on column level. Permissions can be assigned for individual users and for SharePoint groups as well and are effective in forms and list views, as well as in the SharePoint Alerts, RSS, Datasheet and even during exporting to Excel and opening with Access.



[Cross-Site Lookup Column](#)

Use Cross-Site Lookup Column for getting data from any site within site collection. Component includes a powerful function of searching over lookup list. This function provides substring matching in selected column which is very useful for large lists (over 50-100 items).



[Discussion Column](#)

Need to organize well formatted conversation in the list item without enabling list versioning? Discussion Column is the right choice. Component allows entering rich text with formatting, images, tables, hyperlinks and other features.



[Email Web Part](#)

ArtfulBits Email Web Part allows sending e-mail messages directly from Microsoft SharePoint site. You can notify task assigned users, send gratitude or just send regular e-mail message, etc.



[Follow-Up Column](#)

Follow-Up Column enables due date flags similar to Outlook follow-up functionality. Applying of flags to the list item allows adding of visual reminder in a natural way.



[Image Upload Column](#)

Quick and simple way of uploading pictures. Image Upload Column provides with ability to select a picture using file browsing dialog, upload and display it in the list view.



KPI Column

KPI (Key Performance Indicator) Column is simple graphical scorecards that can be used to evaluate business data against business goals. With this column you reduce risk to overlook information about the status of value.



Link to Document Column

Link to Document Column allows referencing files and folders placed at Document Library and provides easy and intuitive way to download files directly from column. Use this column to provide a browsing interface that allows users to browse to an object to link to instead of typing a URL.



Parent Selector Column

Parent Selector Column is used for organizing hierarchical relations in SharePoint list. Picker dialog allows choosing data from large lists. Standard Lookup column can be easily converted to Parent Selector column and vice versa.



Password Change Web Part

Password Change Web Part allows users to change their own passwords from within the SharePoint environment using standard text box interface (current password, new password and confirm new password).



Password Reset Web Part

Password Reset Web Part allows users to reset their forgotten passwords from within the SharePoint environment without administrator intervention.



Professional Calendar Web Part

Professional Calendar Web Part provides following key benefits: it allows combining events from different SharePoint Lists, from any SharePoint Site, in one Calendar view; allows specifying different color sets for different event sources; supports on-the-fly AJAX-enabled editing features in Outlook like style; and other enhanced functionalities.



Progress Column

Progress Column provides users with the ability to make SharePoint lists more visualized by displaying numerical data on the page using percentage-based progress bar. Professional progress bar style will make your SharePoint list really modern and stylish.



Video

Video Column and Video Web Part are powerful controls made for uploading, managing, linking and playing video files. These controls support variety of video files that can be uploaded from computer, or linked from SharePoint library or streamed from direct URL.

Remarks

Information in this document may be outdated. Please, visit www.artfulbits.com for the latest product version.