HOW TO CREATE A SEPARATE LOCAL ADMIN ACCOUNT ON A MAC

A SIMPLE GUIDE BY **DIAL A GEEK**

Certified **B** Corporation

CYBER ESSENTIALS

IASME CYBER ASSURANCE LEVEL TWO
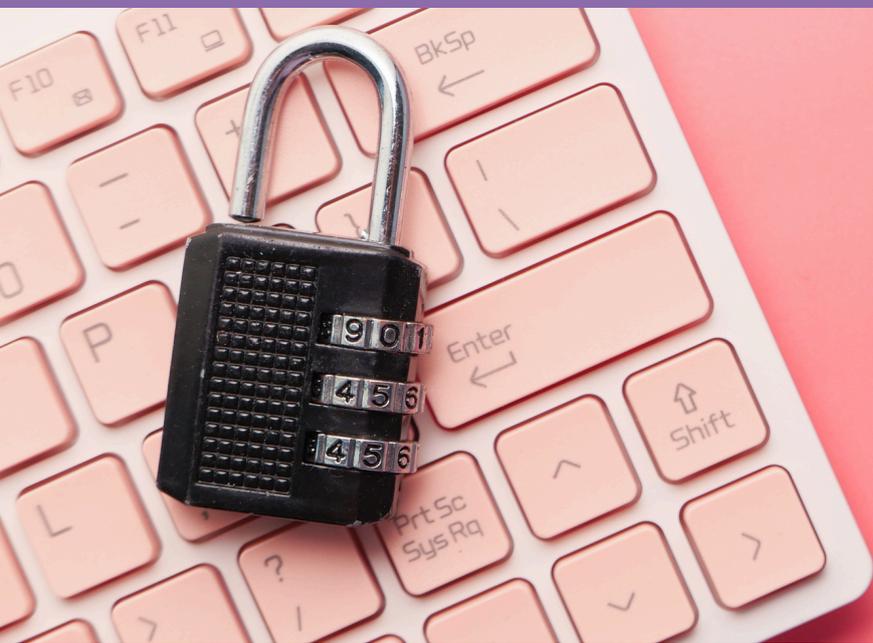
In a previous guide we showed you how to change a Windows user from an Administrator account to a standard user.

This time we show you how to do it manually on a Mac.

Cyber Essentials requires all accounts used for day to day activities to be standard level accounts. This is to limit the access that a bad actor or malware would have on your device if it was compromised.

For better protection, standard user should be setup on personal devices as well as business owned ones.

HOW TO - STEP BY STEP

I   Open System Settings.

II   Open Users & Groups.

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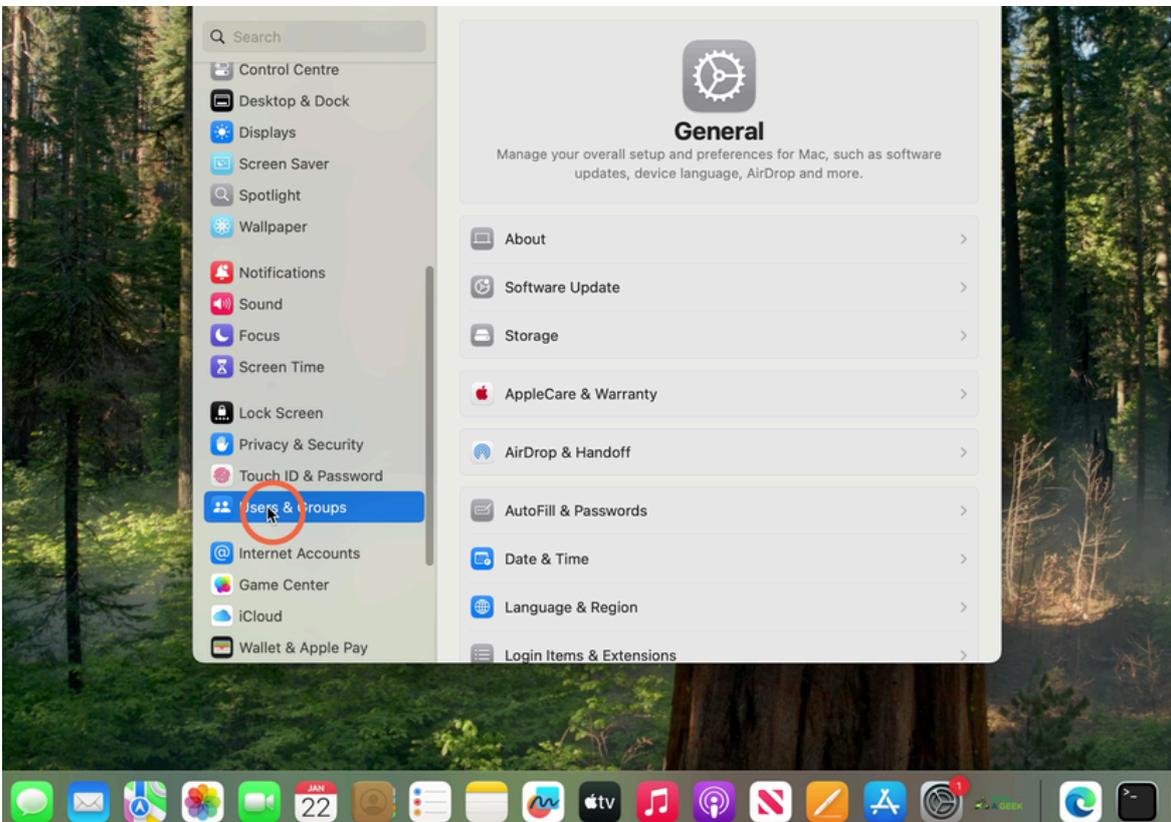
III   We can see here the Jeff Bridges user is an admin.
We will create a separate admin for him to use for admin tasks.
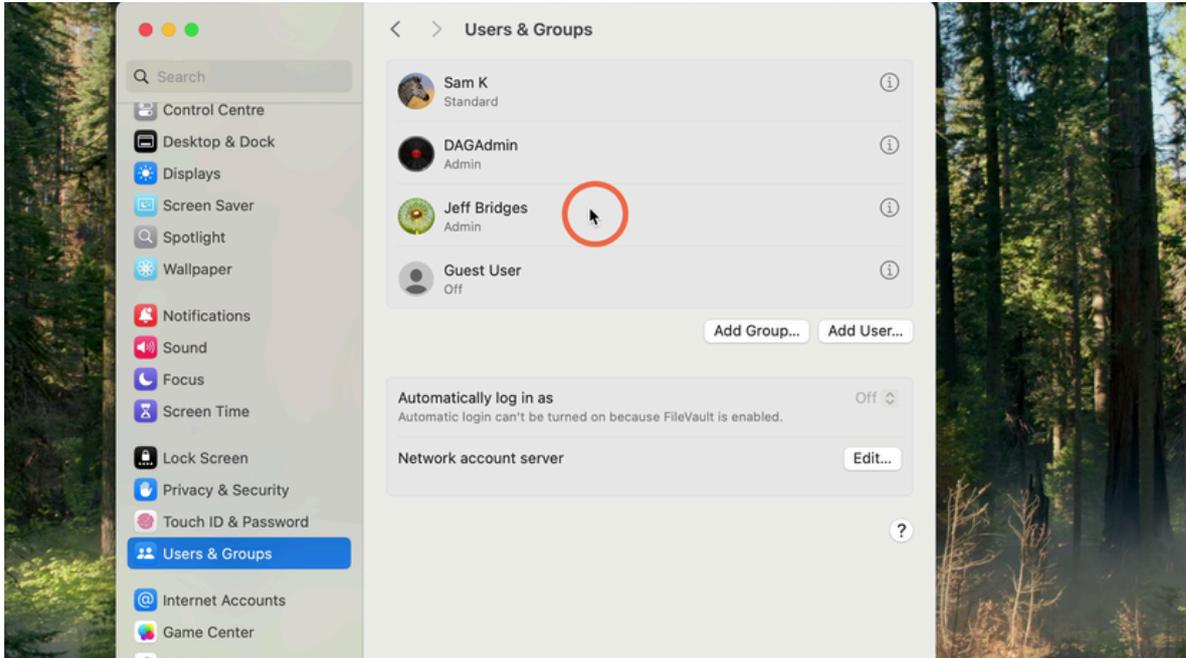
IV   Click Add User.
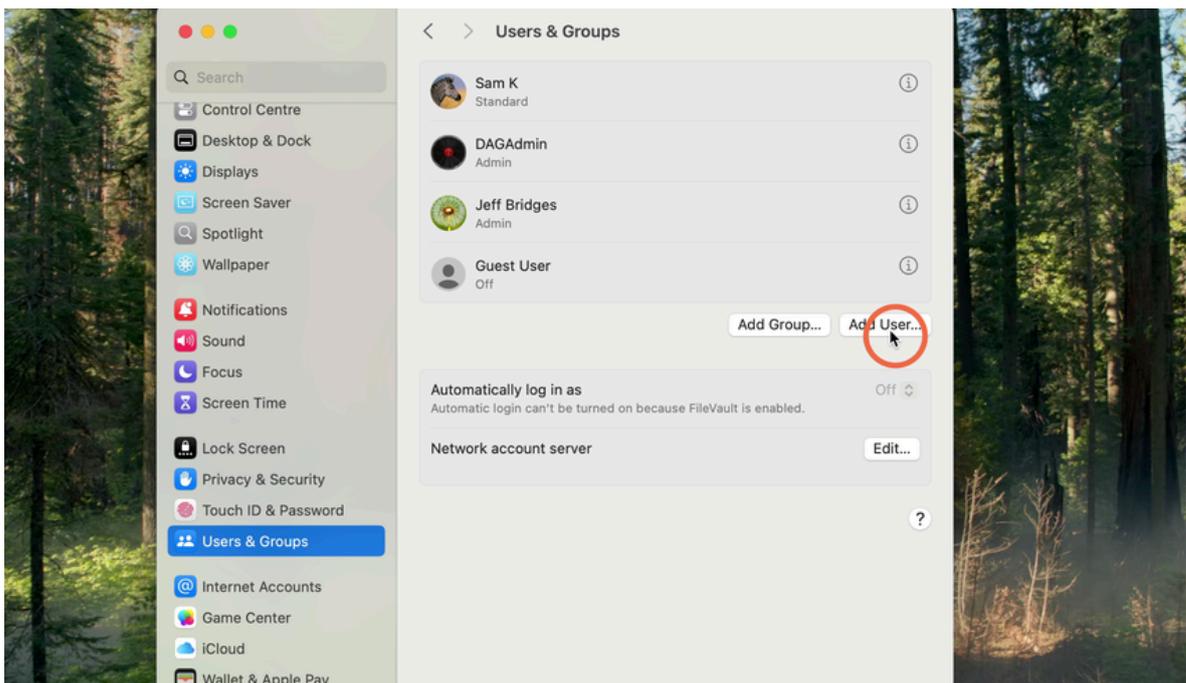
V   Change the user type from standard to administrator.
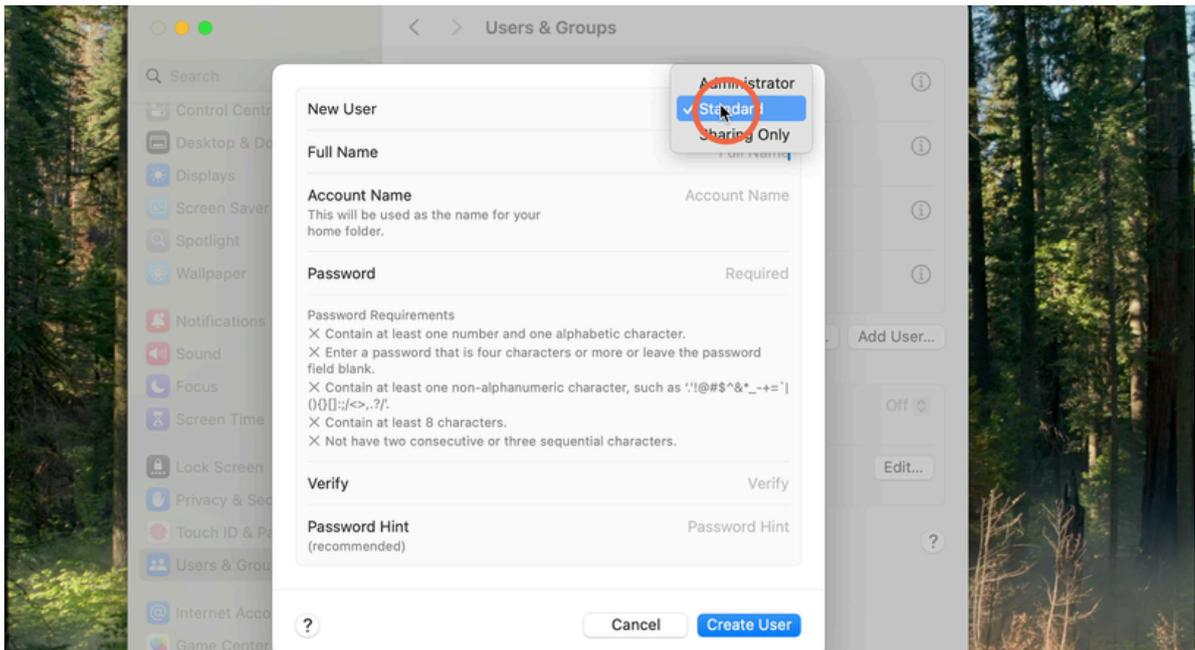
VI   Enter the admin username - localadmin in this case.
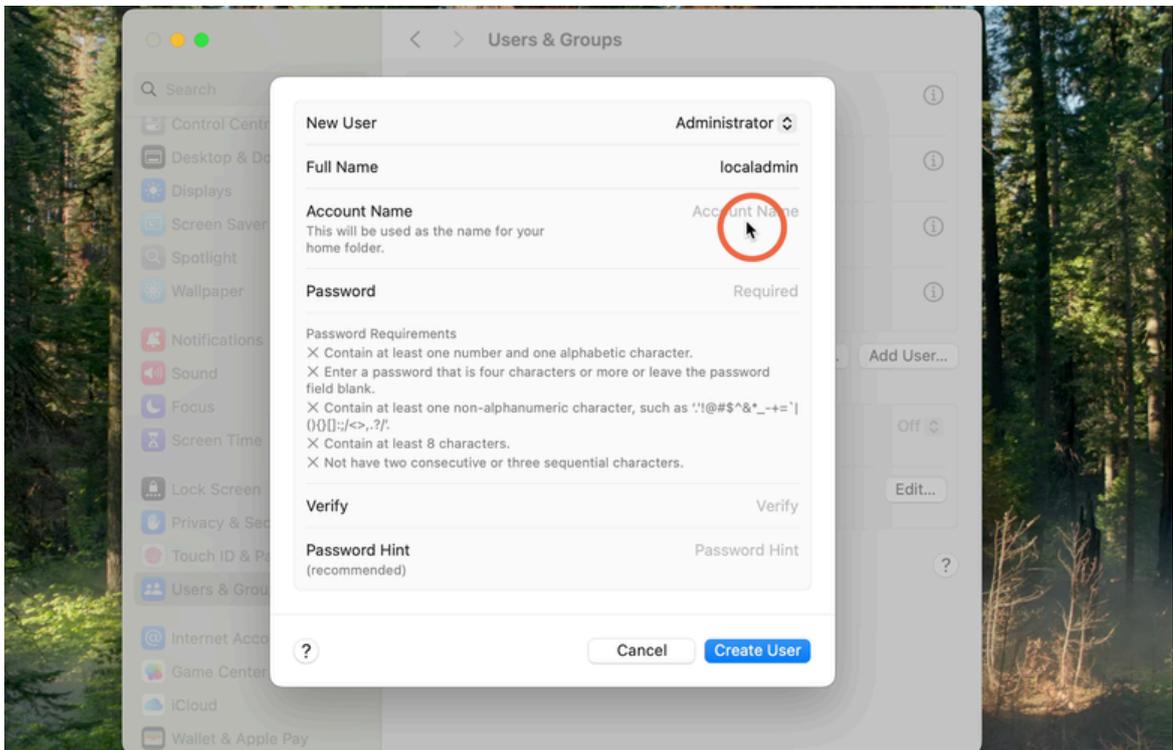
VII Click on account name and it will auto fill the name.
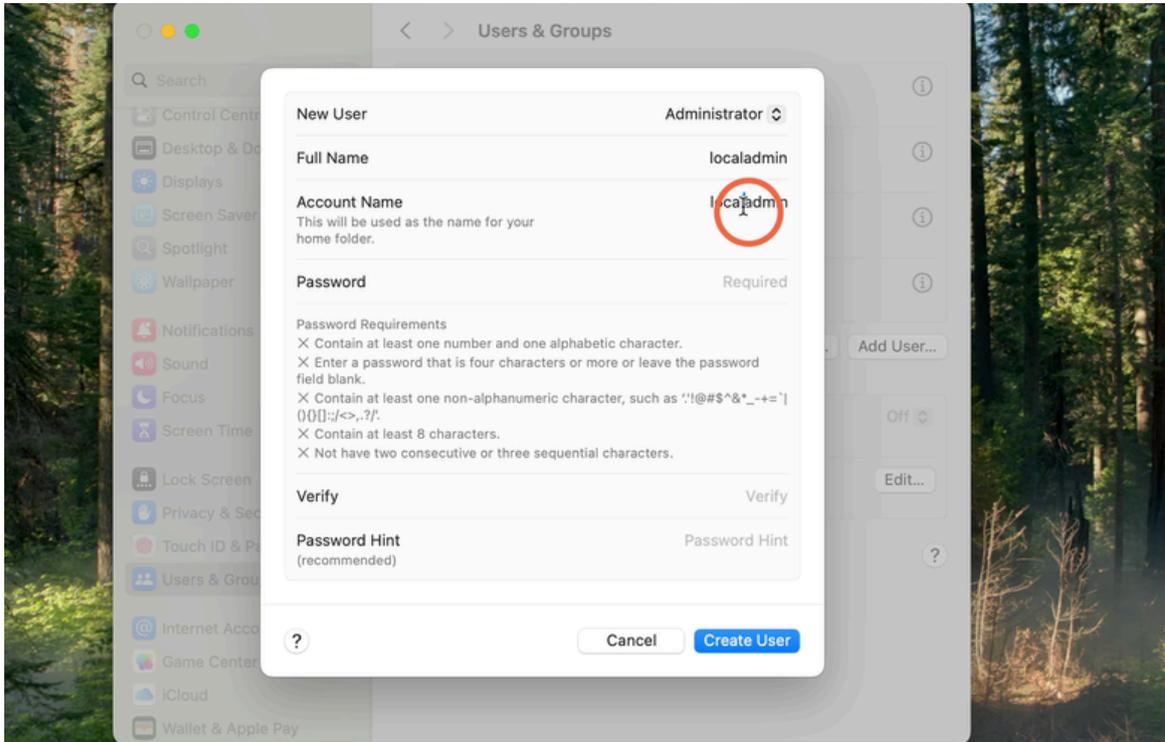
VIII Enter a strong password.
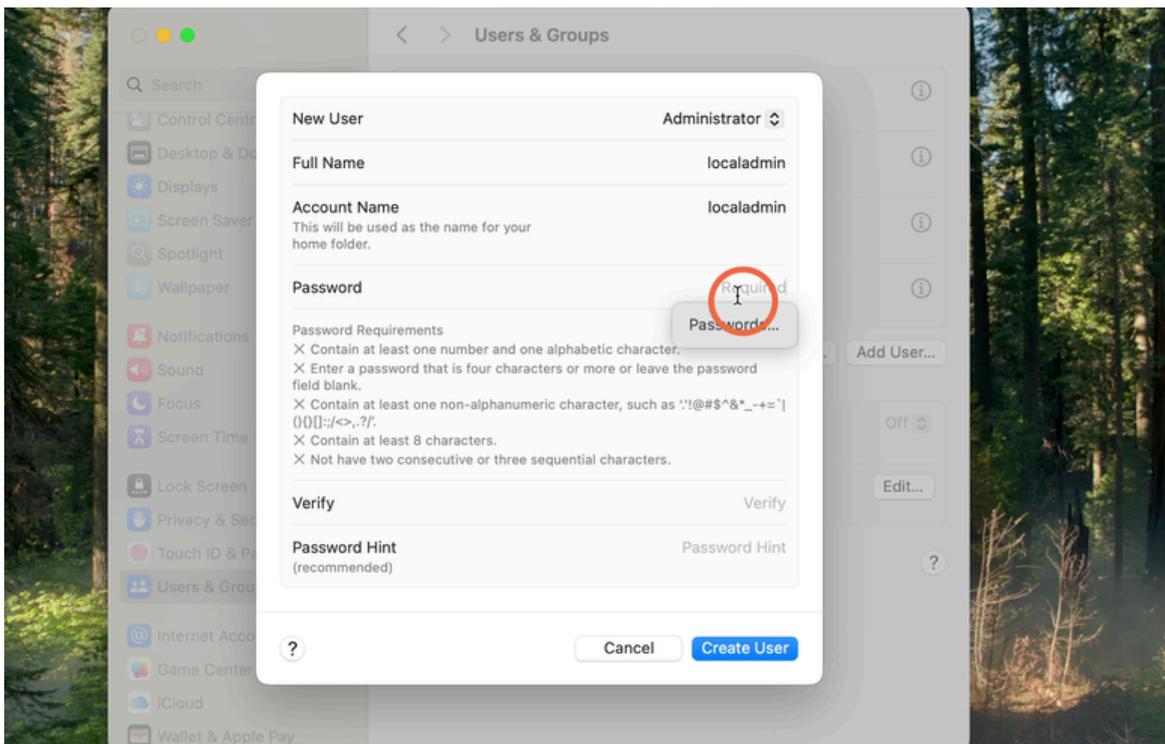
IX   Re enter the same strong password.
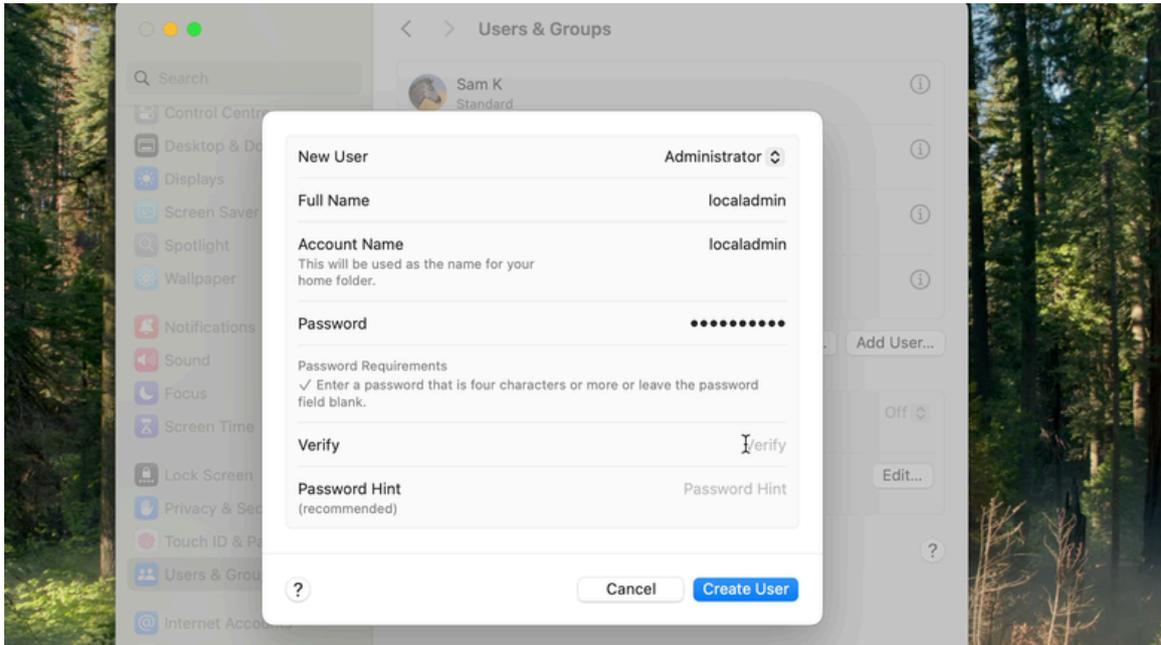
X   Click here.
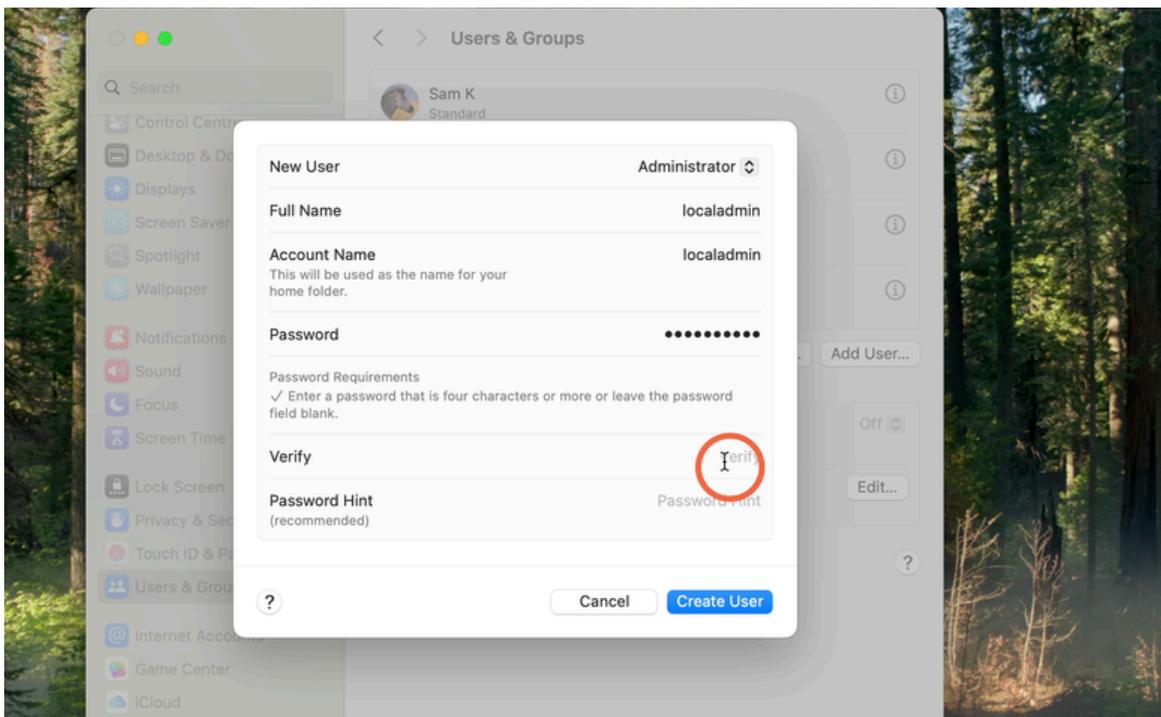
XI Click Create User.
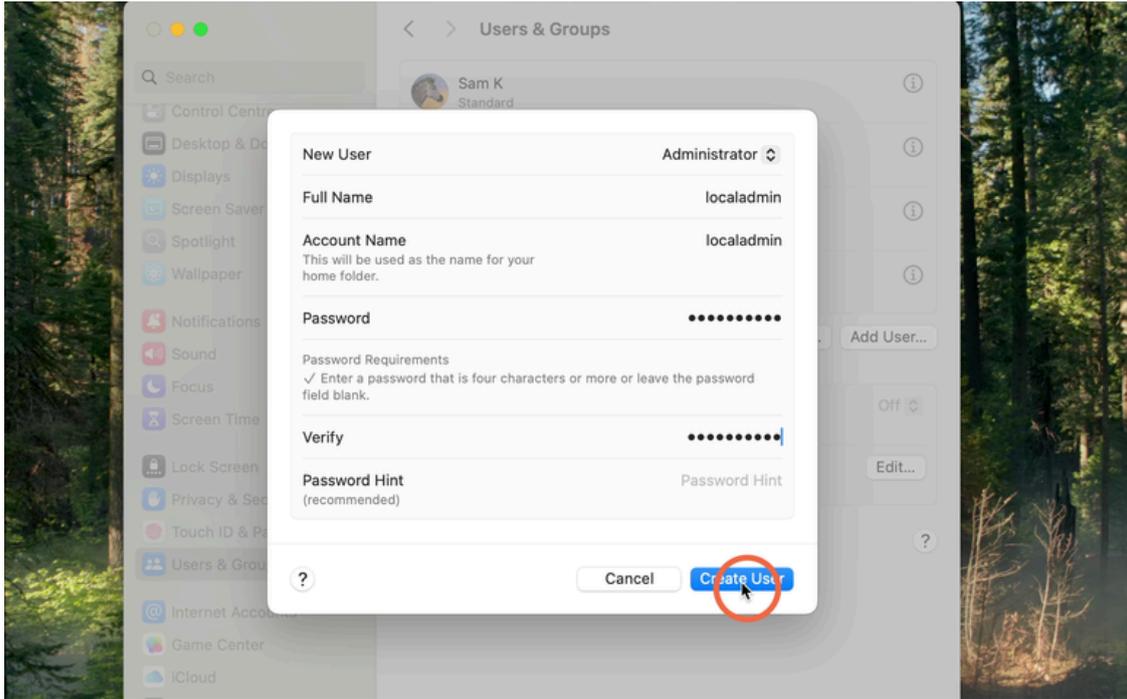
XII Click on the little i next to the user you want to make into a standard user.

If it is your account you are wanting to make a standard user then you will need to log into the new admin account you created as you can't change your own permissions

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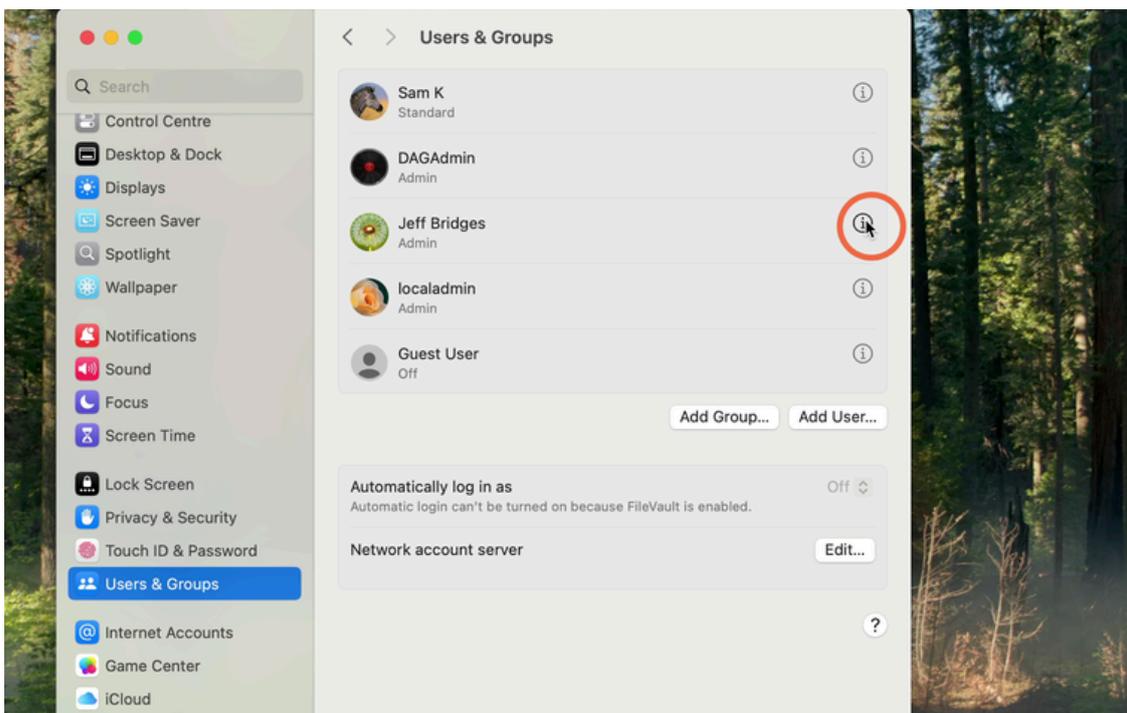
XIII Toggle the 'Allow this user to administer the computer' to off.

XIV Click OK.

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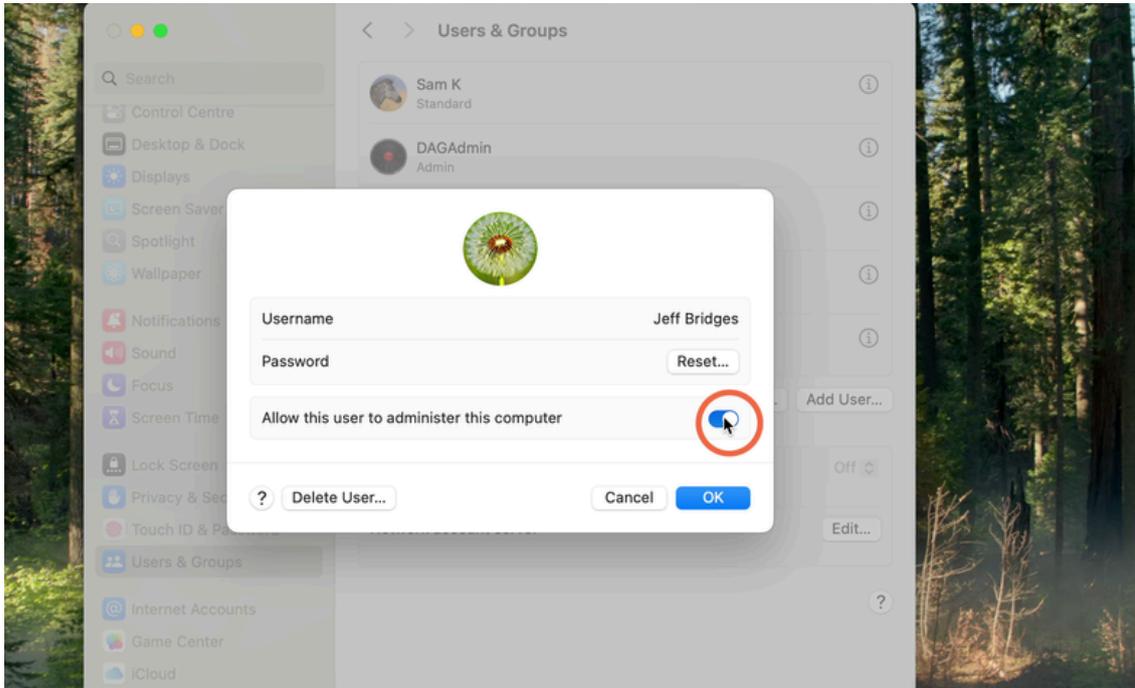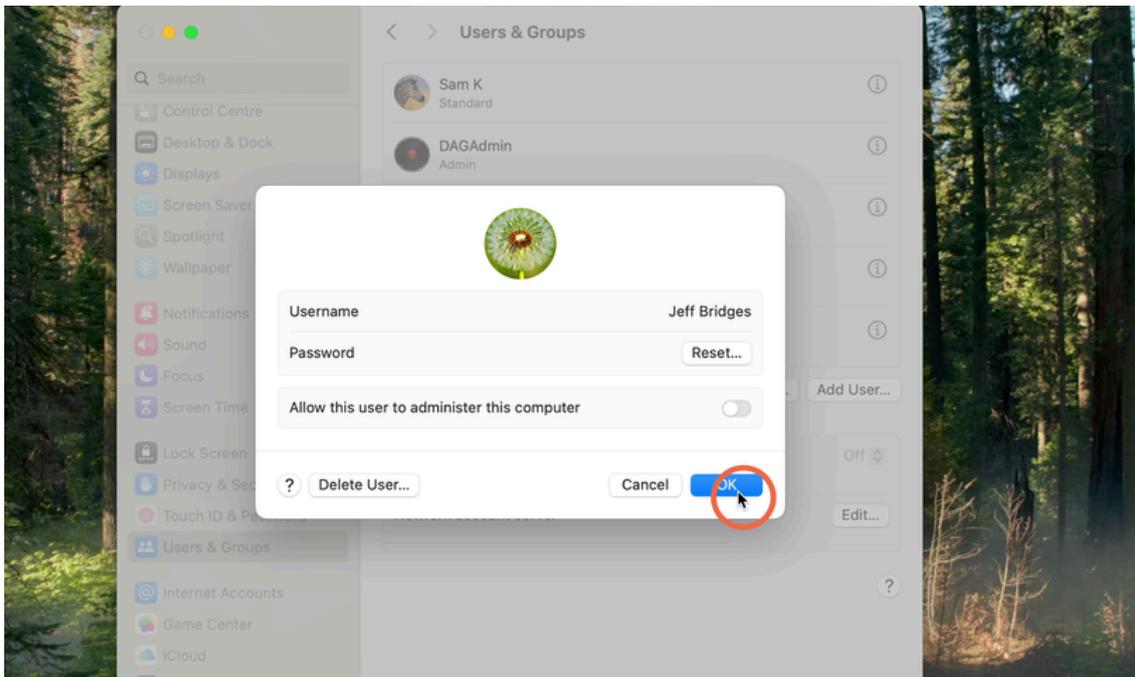
Click OK on the prompt and then restart the Mac.
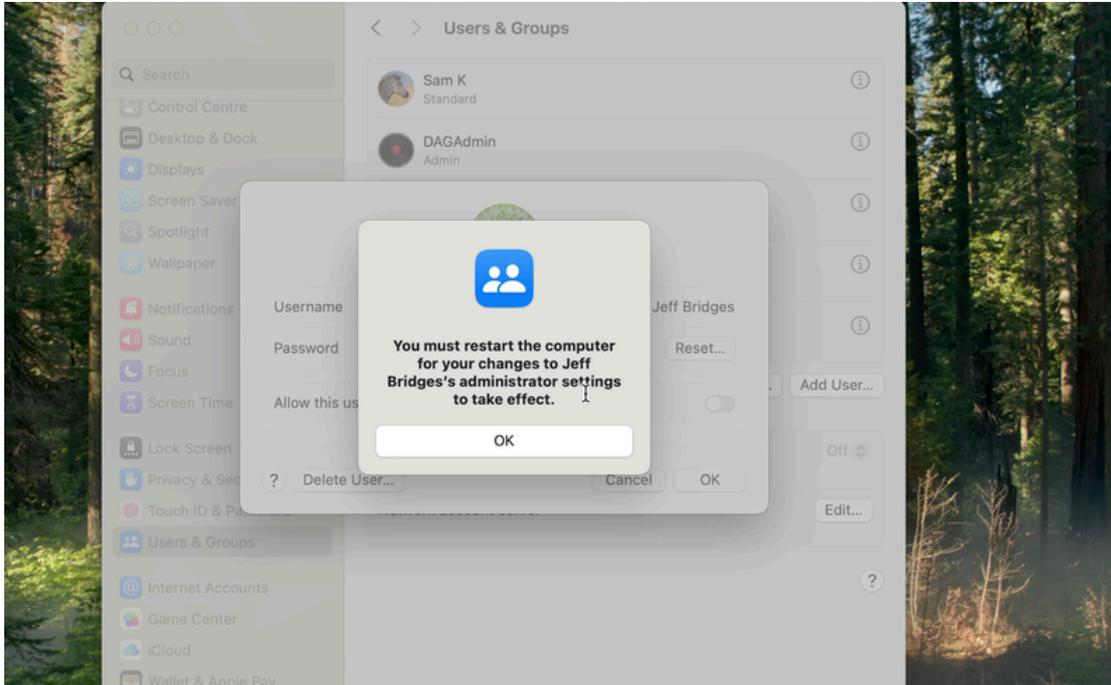
Congratulations, you've done it!

Now that the main user is a standard one, whenever they get a prompt to do an admin task they will just need to fill in the username and password of the new admin account that was created.

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We hope you found our guide helpful.

If you need any further help,
get in touch!

help@dialageek.co.uk

0117 369 4335

www.dialageek.co.uk

DANIEL LEONARD
Carbometrics

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