Pass123

Welcome to Pass123, an all inclusive password manager for Microsoft Windows

First time set up instructions

When setting up this product, ensure that you are on a personal/home computer that you will be using in the future. Please read all of the instructions before using the application and complete all steps in the correct order.

1. Insert the flash drive to an available USB slot.

2. Copy the file named *filekey* anywhere on your computer (desktop, documents, etc.).
    a. IMPORTANT: If you will be using Pass123 with multiple computers, you will need to repeat step 1 and 2 for the other computers before deleting this file off of the flash drive. This application will only be usable on computers where the *filekey* is saved. The *filekey* is unique to your password file. If this key is ever lost or deleted completely from your computer, your passwords will be inaccessible.

3. Assuming you have no more computers to use with this application, you must delete the file named *filekey* on the flash drive.

4. Double click the Pass123 application to open the program.

5. You will be prompted to create a master password which will be the authentication necessary to begin the application. This password can NEVER be reset so it is important you remember this. Below are some general guidelines for creating a strong password.
    a. Should be at least eight characters
    b. Should include numbers
    c. Should include uppercase and lowercase letters
    d. Should include at least one special character

6. The product will now be functional. On display will be 6 options. To select one, you must type the number associated with the option.

Options

1. Test a password

    a. Enter a password to test the strength of a password. Score will be out of 100 points. It is recommended to only use passwords with a score of at least 85/100.

2. Add a password to stored passwords

     a. If you currently have a password associated with a website that you would like to add to the list, this is where that can be done.

3. Generate a password

     a. This option can be used for accounts not currently saved in the password list or for passwords that you would like to update using the password generator. You will be prompted with 3 category questions which will be used along with other tools to generate a secure password.

4. Search for stored passwords

     a. This option is only for viewing passwords that already exist. IMPORTANT: To view a password, enter the website name ONLY, not the .com, .net, etc. For example, when searching for your password associated with Facebook, you will type "Facebook" instead of "Facebook.com".

5. Change a password

     a. In this option, you will provide the website associated with the password you desire to change. IMPORTANT: To view a password, enter the website name ONLY, not the .com, .net, etc. For example, when searching for your password associated with Facebook, you will type "Facebook" instead of "facebook.com". You will also be prompted to provide the username. At this point, you can change your username as well if you would like. In case you do not remember your current username, it will be provided along with the old password before you are asked to submit a new one. NOTE: If you want to generate a password and use the password to change an existing one, that can be done in the Generate a Password function by simply providing the website for which you would like the password to be generated.

6. Exit
     a. Closes the program.

FAQ

Q: Could anyone else with access to my computer be able to see my passwords?

A: Although the filekey does remain on your computer and is the key to opening your password file, without your master password, they will not have the ability to view any passwords or access the Pass123 application.

Q: What happens if I lose my flash drive?

A: The flash drive contains your password file but is stored in a securely encrypted format that is unreadable without the filekey. That is why it is critical that you remove the filekey from the flash drive before storing any of your passwords using Pass123.

Q: What happens if I store multiple passwords for the same website?

A: When you search for a stored password, it will only display the most recently added password matching with the website.

Q: Can I share this drive with people that I trust and allow them to store their passwords on here?

A: While this is possible, if any 2 users have passwords for the same website, the most recently created/updated password would be the only one that is accessible. This can be accomplished if each user were to save their website names in a very specific format that does not match the other user but we do not recommend sharing password files.

Q: What happens if I accidentally lose or delete my filekey*?*

A: The filekey is what unlocks your password file. If it is lost or deleted, you will not be able to access your passwords. Creating a copy of this filekey would be the only way that you could regain access to your stored passwords. NOTE: You CANNOT have more than one copy on the same computer. If you must make a copy, copy it onto a separate flash drive that has no direct connection to your computer (a secondary or backup flash drive).

Q: Can I take this flash drive and use it anywhere that I need to access my passwords?

A: The Pass123 application can only be used on computers where the filekey is stored. If you must use this application on multiple systems that do not already have the key, you can copy it to a separate drive and transport it to the required computer. You need to ensure that you remove the key when you are done using each of these computers. NOTE: It is not recommended to use the Pass123 application in this way as it is only meant to be used on trusted computers.