# Password Management Program

Time required: 30 minutes

**How to Create Screenshots:** Please use the Windows Snip and Sketch Tool or the Snipping Tool. Paste a screenshot of just the program you are working on. If you are snipping a virtual machine, make sure your focus is outside the virtual machine before you snip.

1. Press and hold down the **Windows key** & **Shift**, then type **S.** This brings up the on-screen snipping tool.
2. Click and Drag your mouse around whatever you want to snip.
3. Release the mouse button. This places the snip into the Windows Clipboard.
4. Go into Word or wherever you want to paste the snip. Hold down **CTRL**, then type **V** to paste the snip.

## Lab Description

The drawback to using strong passwords is that they can be very difficult to remember, particularly when a unique password is used for each account that a user has. As another option, password management programs allow users to store account information such as a user name and password. These programs are themselves protected by a single strong sword.

One example of a password storage program is KeePass Password Safe, which is an open-source product.

1. Use your web browser to go to [www.keepass.info](http://www.keepass.info) and then click **Downloads** (if you are no longer able to access the program through this URL, use a search engine and search for “KeePass”).
2. Under Professional Edition, locate the most recent portable version of KeePass and click it to download the application. Save this file in a location such as your desktop or your portable USB flash drive. When the file finishes downloading, extract the program. Because this is the portable version of KeePass it does not install under Windows. To use it, you must double-click the file name KeePass.exe.
3. Launch KeePass to display the opening screen.
4. Click File and New to start a password database. Enter a strong master password for the database to protect all the passwords in it. When prompted, enter the password again to confirm it.
5. Click Edit and Add Entry. You will enter information about an online account that has a password that you already use.
6. Create a group by clicking Edit and then Add Group and then enter Web Sites.
7. Select the Web Sites group and click Edit and then Add Entry.
8. Enter a title for your website (such as Google Gmail) under Title.
9. Under User name, enter the user name that you use to log in to this account. 10. Erase the entries under Password and Repeat and enter the password that you use for this account and confirm it.
10. Enter the URL for this account under URL. Click OK.
11. Click File and Save. Enter your last name as the file name and then click Save.
12. Exit KeePass.
13. If necessary, navigate to the location of KeePass and double-click the file KeePass.exe to launch the application.
14. Enter your master password to open your password file.
15. If necessary, click the group to locate the account you just entered; it will be displayed in the right pane.
16. Click under URL to go to that website.
17. Click KeePass in the taskbar so that the window is now on top of your browser window.
18. Drag and drop your user name from KeePass into the login user name box for this account in your web browser.
19. Drag and drop your password from KeePass for this account.
20. **Insert a screenshot:**

Click or tap here to enter text.

1. Click the button on your browser to log in to this account.
2. Because you can drag and drop your account information from KeePass, you do not have to memorize any account passwords and can instead create strong passwords for each account.
3. **Is this an application that would help users create and use strong passwords?**

Click or tap here to enter text.

1. **What are the strengths of such password programs?**

Click or tap here to enter text.

1. **What are the weaknesses?**

Click or tap here to enter text.

1. **Would you use KeePass or a similar program? Why or why not?**

Click or tap here to enter text.

1. Close all windows.

## Assignment Submission

Attach this completed document to the assignment in Blackboard.