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Help

# Passwords Manager

INFO2000.biz





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# Passwords Manager


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## Introduction

Passwords Manager is a software that helps you to manage all your secret information into your PC. By using Passwords Manager you'll no longer have problems related to passwords forgotten or to forced to used always the same passwords for all your accesses. You can put on secure: computer's logon, PINs, credit card numbers, bank accounts and a lot of other vital information. If you use Internet and have to remember an high number of passwords or codes, this software is right for you!

To start Passwords Manager:

-  (click) on icon  created onto your desktop
- Or else: Start > Programs > Info2000 - Software Engineering > Passwords Manager > Passwords Manager

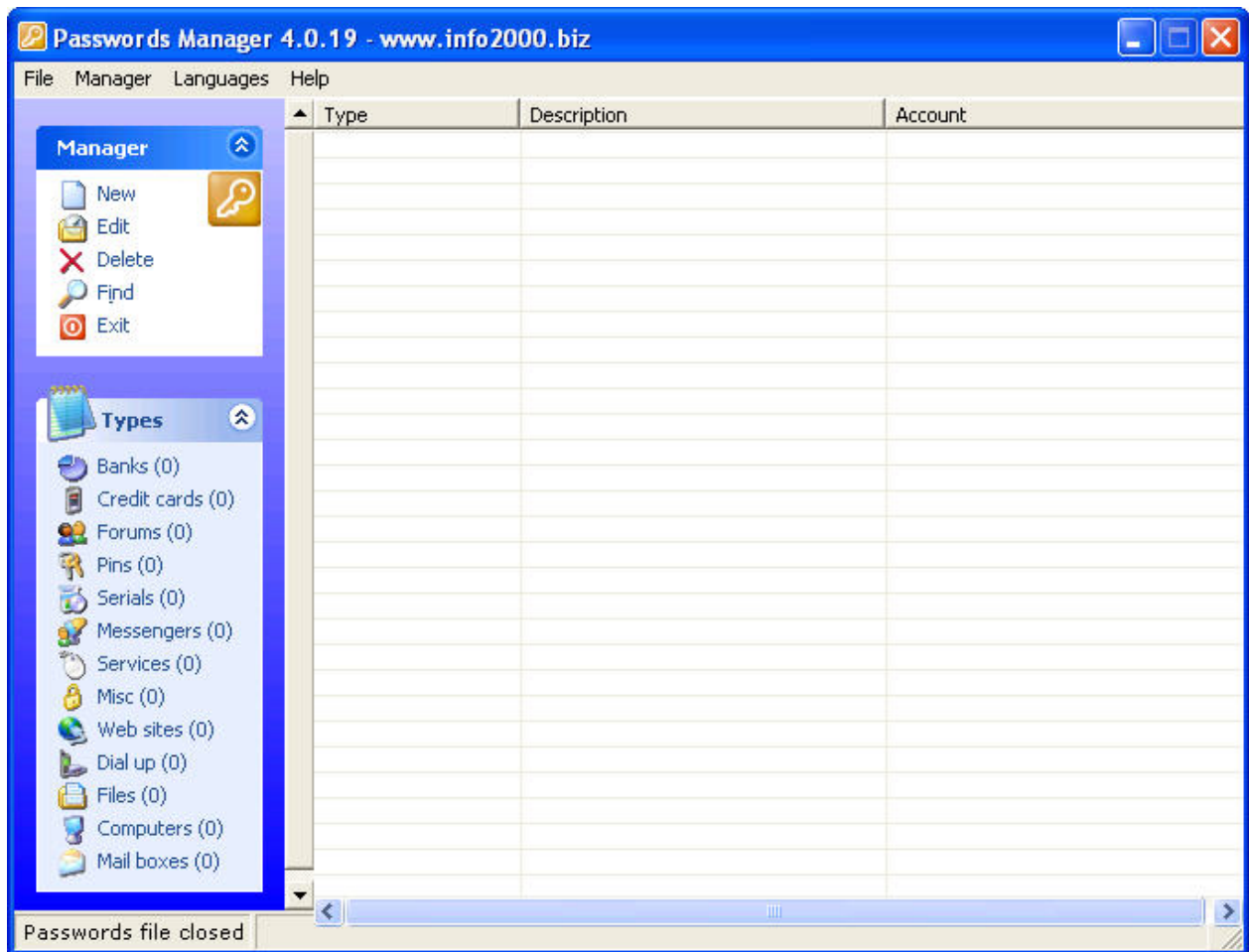
Following is this splash screen that will appear:  (click) on any point of yellow area and just wait for the software to be opened. This screen shows version and license information.



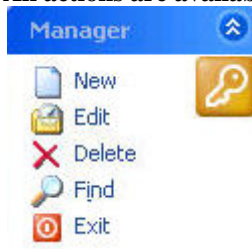
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## GUI

This is the main windows, starting by here you can read, store, search your codes. The first time you run Passwords Manager, you have to create a new database for storing your passwords or, if existing, open an existing one.




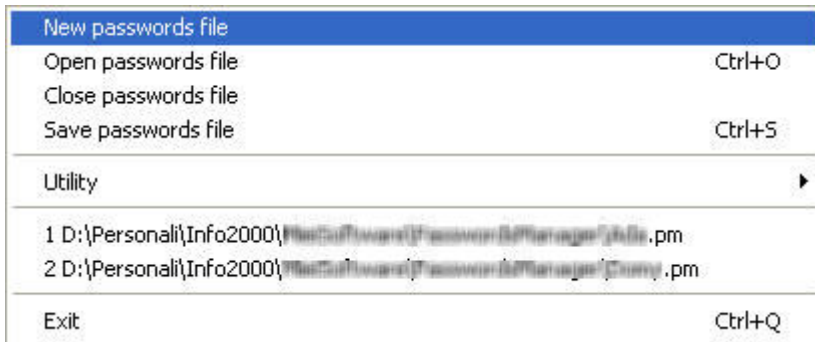
All actions are available from the menu bar **File** **Principale** **Lingue** **Help** and from lateral right area:



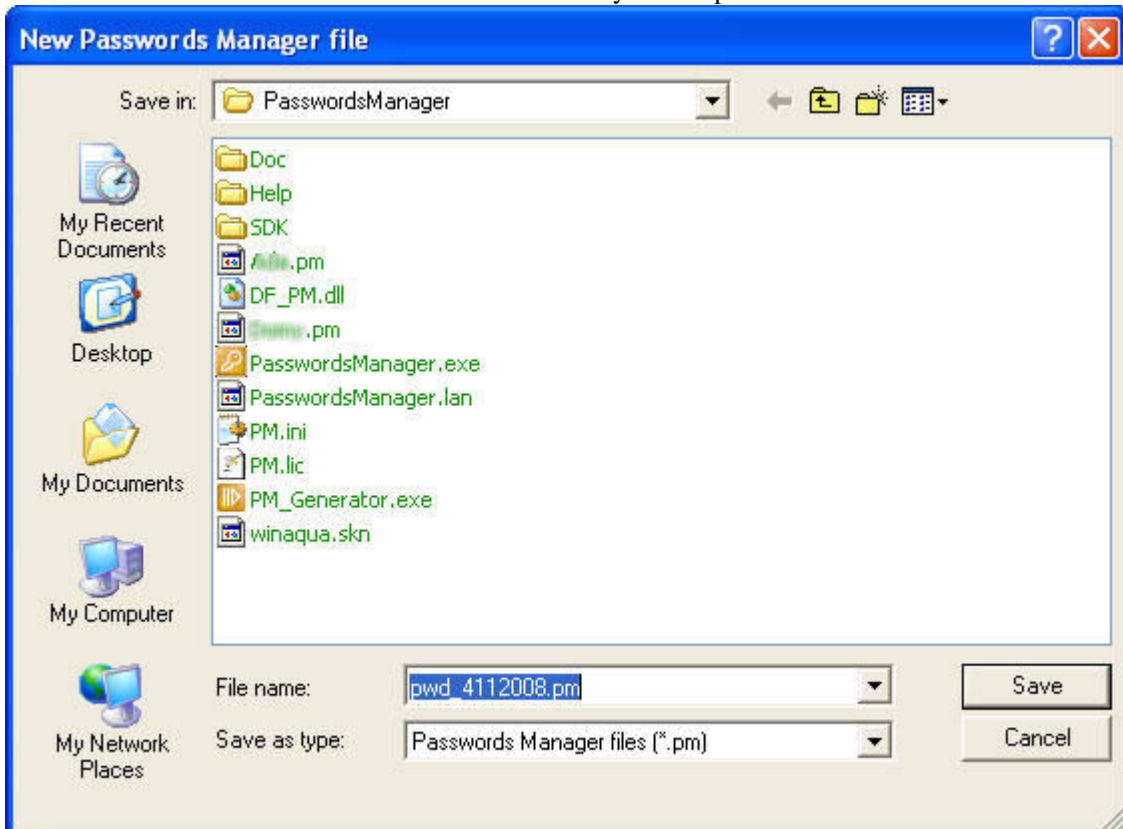
## Create a new Database (.pm)

In order to start and manage your passwords, you have to create a new passwords file (.pm), starting by main window, follow this way:

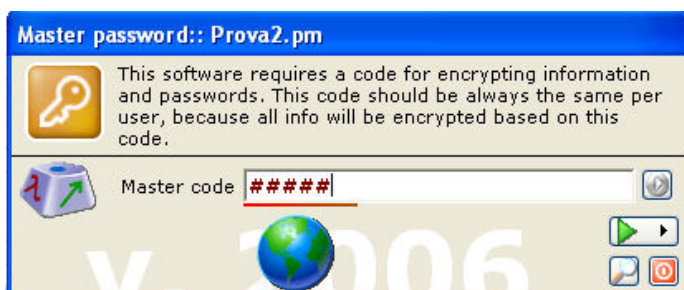
-  on File > New passwords file (as the image)



- Write a file name and save somewhere into your computer





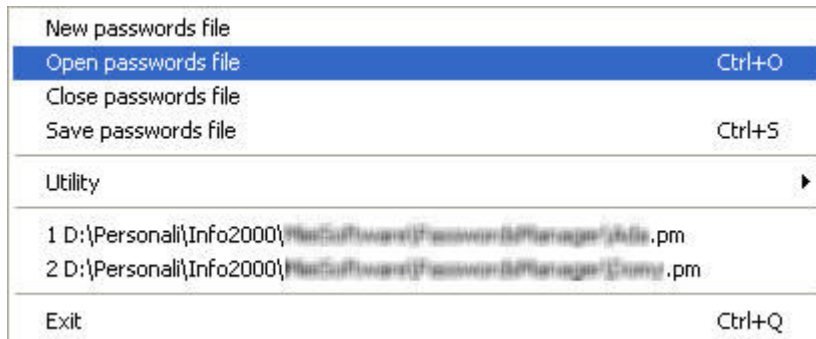
- Set a master password that must be kept secret and press enter. This master password is vital for letting PM since let him to encrypt all info you'll store based on it: without that password nobody can access to info stored into your .pm file. Please also note that this master password won't be stored onto your computer in anyplace and you'll never must forget it!  
Soon typed the master passwords, PM checks it twice and let you to access to all functionalities.




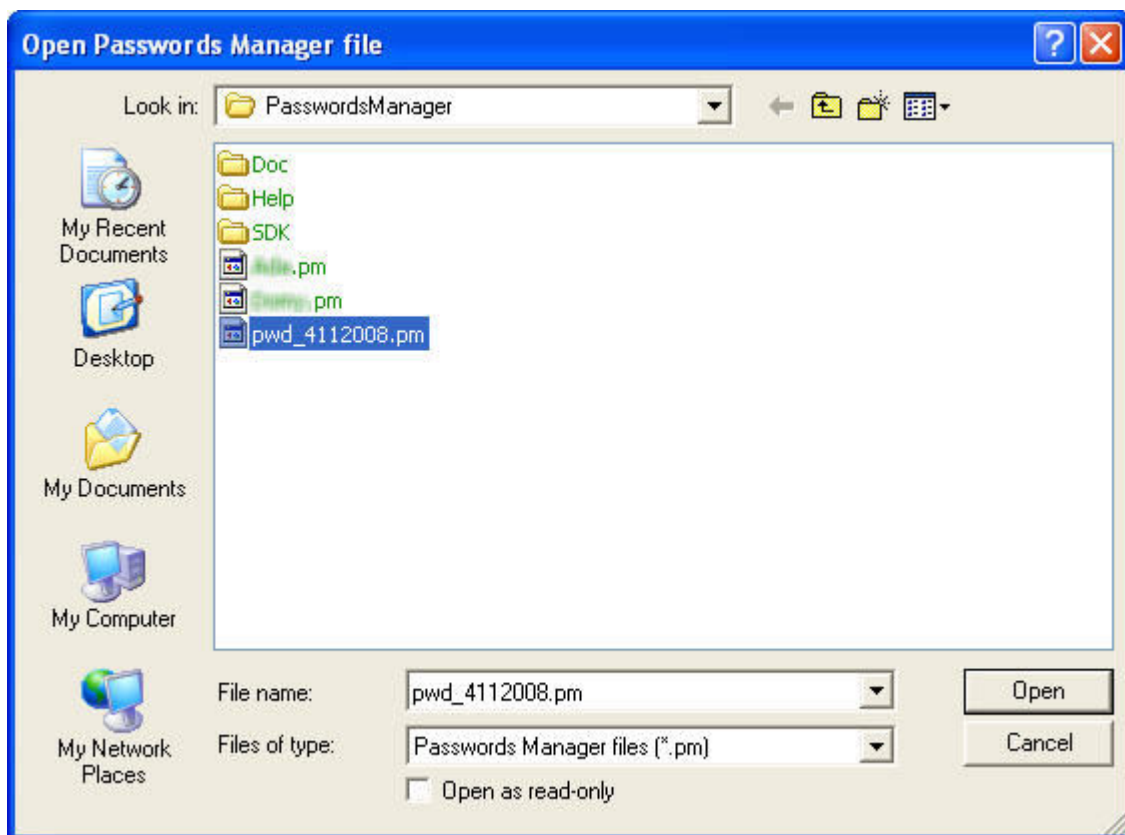
## Open An existing database

For opening an existing file password please follow these steps:

-  on File > Open passwords file or +O,
- Or directly select the file from recent list (as into the image)



- Soon a dialog box will appear asking you to select the database to be opened, choice your .pm file and  on “Open” (as into the image)




- Type now the already known master password

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## Close a database

For closing a database, follow these steps:

-  on File > Close passwords file, if current passwords file hasn't been yet saved, PM will prompt you to apply modifications.



New passwords file	
Open passwords file	Ctrl+O
Close passwords file	
Save passwords file	Ctrl+S
Utility ▶	
1 D:\Personal\Info2000\InfoSoftware\PasswordManager\pwd_4112008.pm	
2 D:\Personal\Info2000\InfoSoftware\PasswordManager\Misc.pm	
3 D:\Personal\Info2000\InfoSoftware\PasswordManager\Comms.pm	
Exit	Ctrl+Q

## Save a database

For saving passwords file and store passwords you typed, follow these steps:














-  on File > Save passwords file or press  +S

New passwords file	
Open passwords file	Ctrl+O
Close passwords file	
Save passwords file	Ctrl+S
Utility ▶	
1 D:\Personal\Info2000\InfoSoftware\PasswordManager\pwd_4112008.pm	
2 D:\Personal\Info2000\InfoSoftware\PasswordManager\Misc.pm	
3 D:\Personal\Info2000\InfoSoftware\PasswordManager\Comms.pm	
Exit	Ctrl+Q

## Store new password

PM already offers several kind of passwords categories, for instance if you have to store a login password for accessing to a web site, you may use the group named “Web sites”.




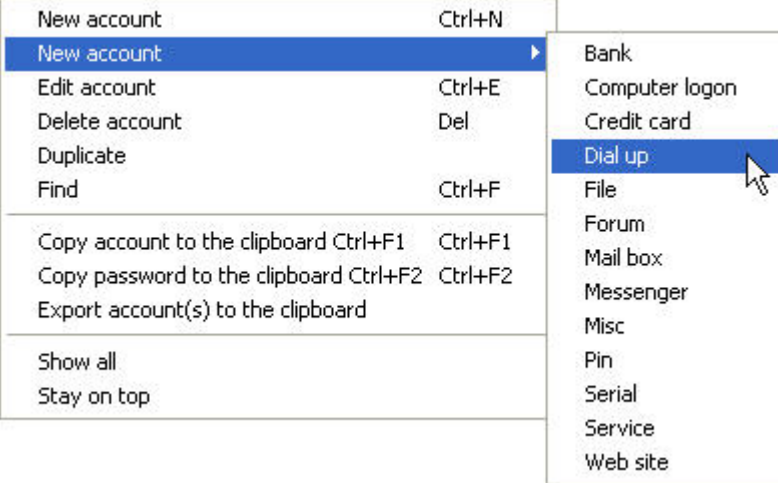



Here the predefined groups:

Web Sites 	Web sites codes and related services
Dialup 	Internet dialup connections and/or private connections
Files 	Passwords for file protected passwords such as .rar, .zip, Excel, Word and so on.
Computers 	Computer or network users logon
Mail boxes 	Mailboxes info
Pins 	Any kind of PIN, such as mobiles
Serials 	Software keys registration
Messengers 	Codes related to chatting/communication software
Services 	Any kind of services
Misc 	Passwords for not misc purposes
Banks 	Home banking access codes
Credit cards 	Info related to credit cards
Forums 	Access code of Internet forums

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## Insert a new account

For inserting a new account, which is a container of info related to a password and the password itself, select the group which will contain the account you are going to store and follow these steps:

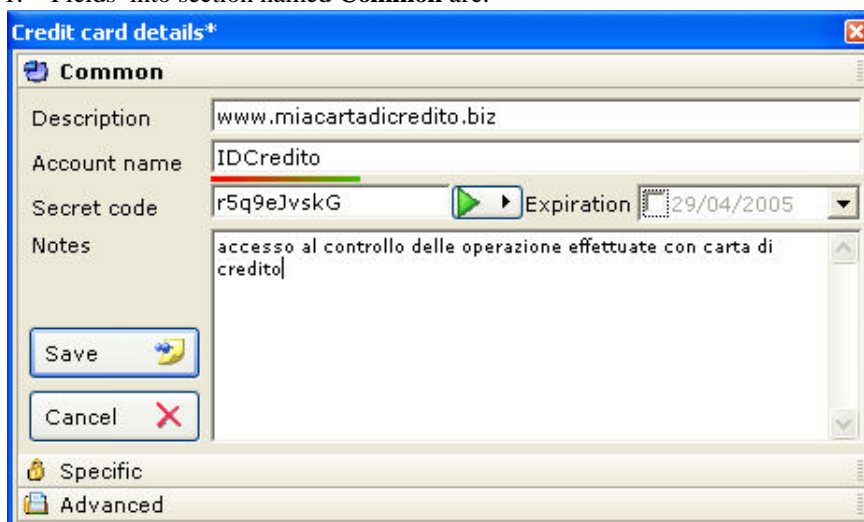
-  on File > New account or  +N
  - Or File > New account  and now select the main group
- 
- Or  on icon  “New” from “File” menu
  - Soon a new windows will appear with three sections: **Common** (data here are common to all groups), **Specific** (data here are related only to this category) and **Advanced** (advanced data for each category), type at least “Description”, “Account Name” and “Secret Code”
  -  on “Save” after filling with information you wish


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## Fundamental fields description

Most important fields are “Account name”, “Secret code” and “Description”, all each other are optional and depending of the group.

1. Fields into section named **Common** are:



Description	Type here a brief description regarding the account.
Account name	It's the user ID, username or whatever required for identifying yourself
Secret code	It's the real password used for access. Clicking on this button  it is also possible to generate a strong password to be used all around. We strongly suggest using this functionality and letting PM to create a very strong password.
Note	Some custom comment.
Expiration	Password expiration date (if applicable)

2. The fields under section **Specific** (for instance for the group "Credit Cards") are the following:

Bank name	The name of financial institute
Bank location	Full address
CC Number	Account number
CC Company Owner	If applicable, the name of the owner of company which owns this credit card
CC Owner	The name of owner of the bank account
Bank web site	Bank' web site (home banking or what else)
ID	ID supplied from the bank
PIN	PIN code
CC Expiration	Date expiration of the credit card

Filling the fields of section "Specific" In each other groups, is pretty simple and change depending of the group itself.

3. The fields of section **Advanced** (for instance of the group "Credit Card") are:




Owner Email	Owner of the email address of this account
Remind phrase	If applicable, it's the alternative method used for recovering the lost password
Private key	If applicable a private key
First name	First Name of the person owner of this account
Remind answer	Answer to the remind phrase
Email	Email address used for creating this account
Key notes	Some option info
Last name	Last Name of the person owner of this account
This is my account	Indicated if this account is yours of somebody else
Public key	If applicable a public key
Date	Creation date of this account in PM (read only)
ID	ID of this account in PM (read only)

- After fields have been filled, save the account and PM will take you back to the main window

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## Modify an account

If you wish to modify an account, just select it into the grid, it will be highlighted and follow these steps:



- Double  on the row selected row, modify information you required and save it
- Or else: right  on selected row, from context menu, select "Edit account", modify information you required and save it
- Or else: select File > Edit account or  +E, modify information you required and save it

New account	Ctrl+N
New account	▶
<b>Edit account</b>	<b>Ctrl+E</b>
Delete account	Del
Duplicate	
Find	Ctrl+F
<hr/>	
Copy account to the clipboard Ctrl+F1	Ctrl+F1
Copy password to the clipboard Ctrl+F2	Ctrl+F2
Export account(s) to the clipboard	
Jump to web site Ctrl+J	Ctrl+J
<hr/>	
Show all	
Stay on top	

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## Delete an account


For deleting a profile, just select it into the grid, it will be highlighted and follow these steps:

- right  on selected row, from context menu, select “Delete account”, and confirm
- Or else: select File > Delete account or  and confirm

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## Duplicate

In event you are storing common data across accounts, it can be useful this functionality which duplicates an existing account, it’s required just to modify the delta information for being able to create a new account. For duplicating an account, just select it into the grid, it will be highlighted and follow these steps:

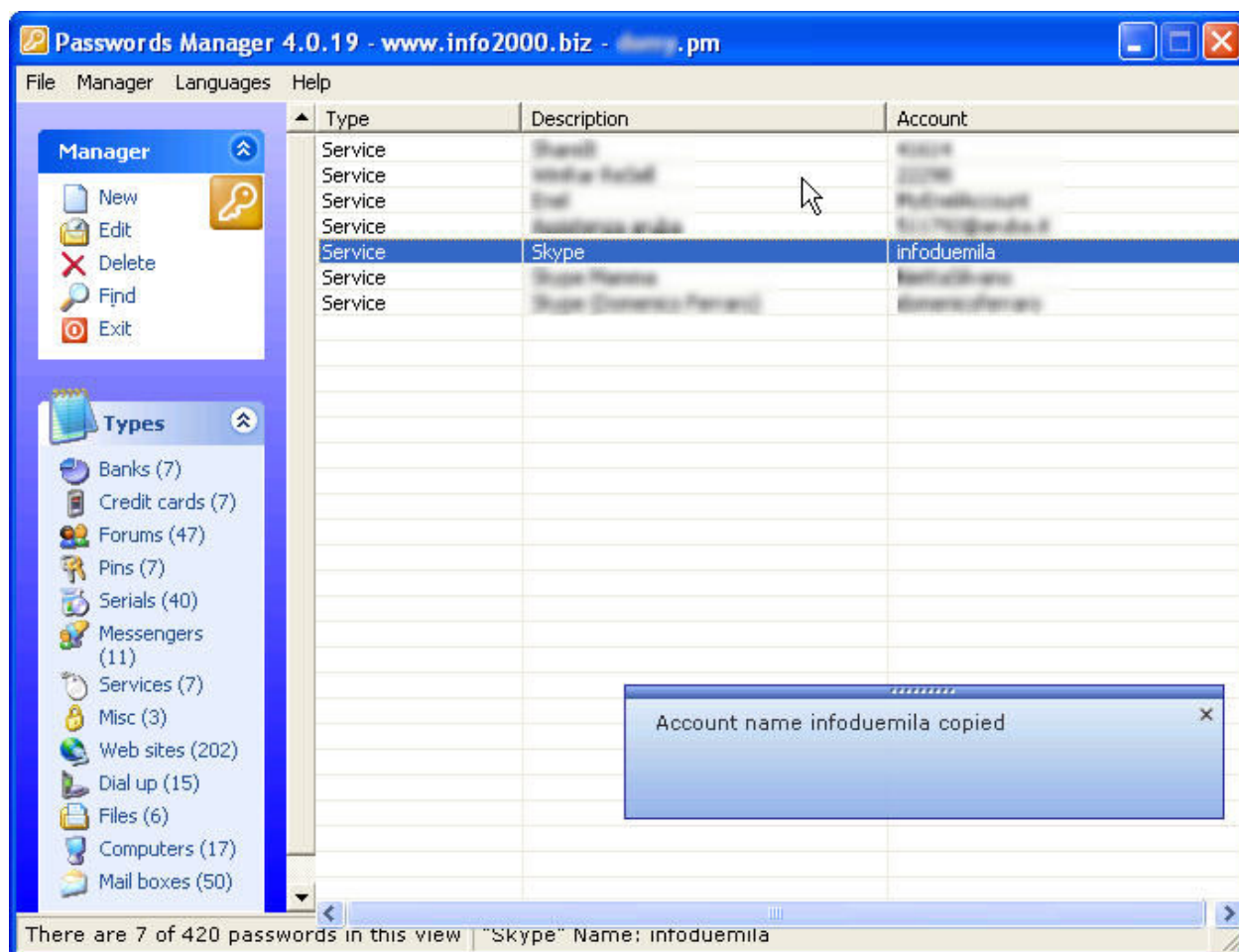
- right  on selected row, from context menu, select “Duplicate account”, confirm, modify data and save them
- Or else: select File > Duplicated account, confirm, modify data and save them

## special functionalities

PM is a software easy to use but some functionalities have been create per increasing security and user-friendly impact. These functionalities are:

### accounts and passwords copy and paste

PM allows you to open web sites and quickly past account and password. For instance, if you need to access to your home banking account you should open the browser, type the url and paste your credentials, but using PM it will be more easy:



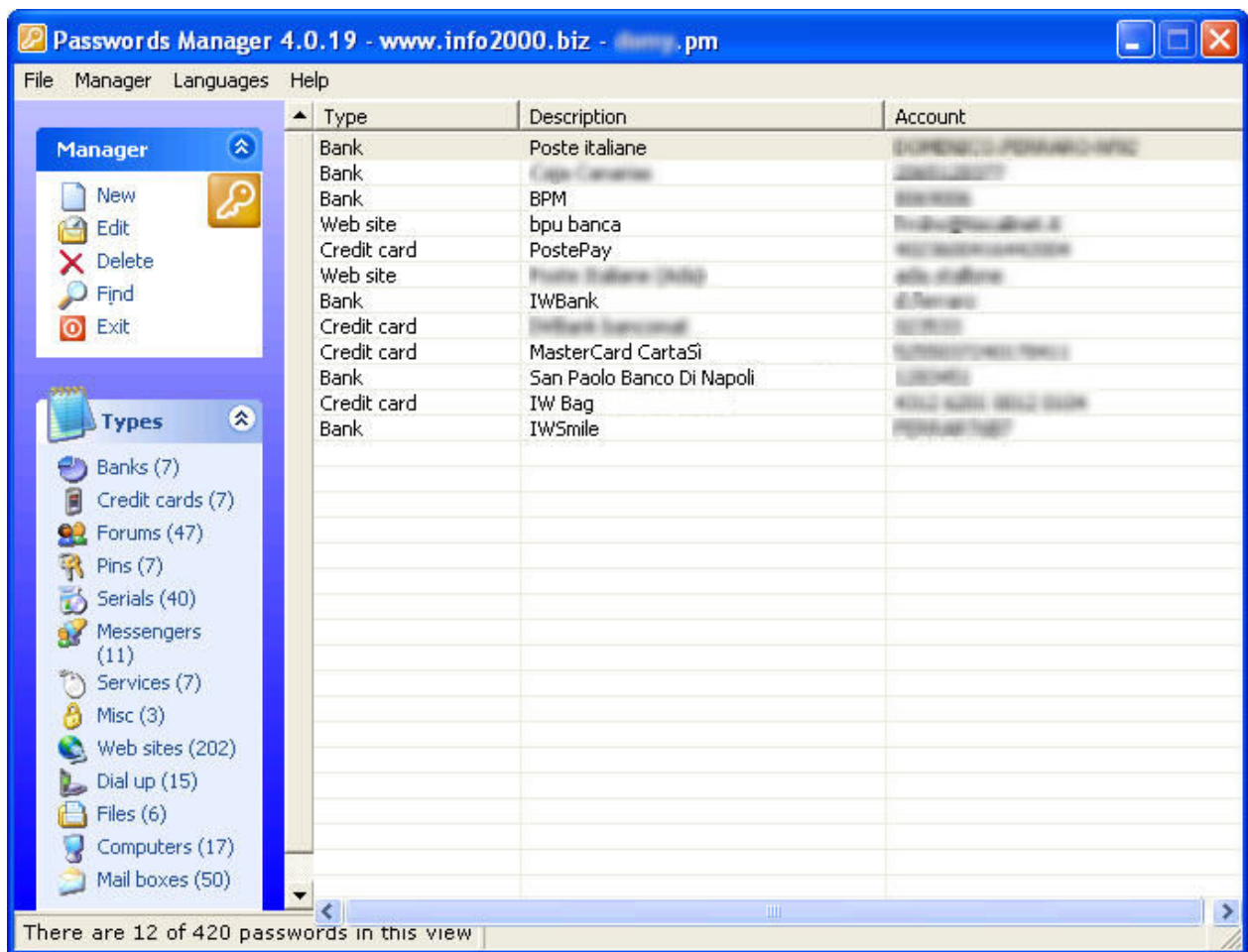
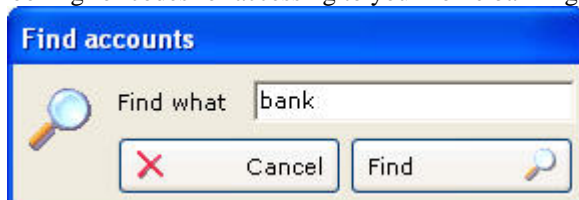
- Open the database file with the password you need.
- Search and select the row with the data you need
- Press on +J, in this way your default Internet browser will open ready for surfing (the url must be stored in Specific section) – if there is no url, PM won't open any browser.
- Press on +F1, account name will be copied into Windows clipboard, so you have only to paste it directly into web form: ( +V or right and Paste).
- Press on +F2, password name will be copied into Windows clipboard, so you have only to paste it directly into web form: ( +V or right and Paste).

## automatic shutdown

If your computer stays inactive for about two minute, PM will close his self automatically in order to avoid any unauthorized access to your personal information, for instance, if you are far from your computer.

## search

This is a very useful functionality for searching your passwords, simple type into search box some information you stored and a list will all account which match your criteria will be displayed into the grid; for instance if you are looking for codes for accessing to your home banking account, just search for the name of the bank.



## hide password

This functionality allows you to mask password using stars \*. For enabling/disabling this feature, just do a double click on the text box "Secret Code".





# Indice

No index entries found.