# My Passwords' Little Black Book

Keeping the passwords safe!

### My Passwords' Little Black Book

#### **Today's Presentation:**

- Why use Passwords
- Understanding User Accounts
- Password Systems
- Digital Password Database & Don't loose the MASTER KEY
- Summary with Q&A

# Why use Passwords?

#### **Password Defined:**

- a secret word or expression used by authorized persons to prove their right to access, information, etc.
- 2. a word or other string of characters, sometimes kept secret or confidential, that must be supplied by a user in order to gain full or partial access to a computer, computer system, or electronic device.

Referenced from: <a href="http://www.dictionary.com/browse/password">http://www.dictionary.com/browse/password</a>

## Why block authorization & access?

- Would you leave your front door of the house wide open?
- Would you leave your car door unlocked?

- Would you leave your keys to your front door in the key slot?
- Would you leave your keys to your car in the ignition? (not really any more in today's world with wireless keyless FOBs)

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- Would you leave your bank credit card or account pin # for everyone to see?
- <u>User Accounts</u> use authorization rights, codes, pins and passwords etc.....

## Passwords protect Users Accounts?

#### **What are User Accounts:**

A **user account** is a location on a network server used to store a computer username, password, and other information. A **user account** allows or does not allow a **user** to connect to a network, another computer, or other share. Any network that has multiple **users** requires **user accounts**.

Referenced from:

What is user account? - Computer Hope www.computerhope.com/jargon/u/useracco.htm

## Examples of User Accounts



















# Passwords Systems (Manual)

**Manual or Digital:** You can either keep Password systems Manually (non-digital) like a "Little Black" Book" phone directory used to be; or keep a binder book of some kind ....or LIKE MOST PEOPLE (Nooooooo!) flying pieces of paper shoe box theory. (Awwwwww...^\@#\$\$!!)



**BUT REMEMBER!!!** 

Keep it safe & GUARDED!!!

Or you can consider going digital....

# Passwords Systems (Digital)

#### **Going Digital with a Password Manager:**

A **password manager** is a <u>software application</u> or hardware that helps a user store and organize <u>passwords</u>. Password managers usually store passwords <u>encrypted</u>, requiring the user to create a <u>master password</u>: a single, ideally very <u>strong</u> password which grants the user access to their entire password database. Some password managers store passwords on the user's computer (called offline password managers), whereas others store data in the provider's <u>cloud</u> (often called online password managers). However offline password managers also offer data storage in the user's own cloud accounts rather than the provider's cloud. While the core functionality of a password manager is to securely store large collections of passwords, many provide additional features such as <u>form</u> filling<sup>[1]</sup> and <u>password generation</u>. [2]

Referenced from: https://en.wikipedia.org/wiki/Password\_manager

## Passwords Systems (digital choices)

#### What Password Manager should I use:

The choice is yours! Which everyone is the easiest and most effective to use.

Referenced from: <a href="http://www.pcmag.com/article2/0,2817,2407168,00.asp">http://www.pcmag.com/article2/0,2817,2407168,00.asp</a>

#### **Open Source programs are another alternative:**

I am in no way promoting it but I have found Keepass quite effective for what I require and was recommended by an IT associate.

Referenced from: http://keepass.info/

# Using a Password Manager

#### **Master Password:**

Most Password Managers have a Master Password that activates or unlocks the program to have access to the rest of your passwords. Similar to the front door of your house and then you may have access to key box that opens bathroom door lock or the den office door lock system.

#### **Backup Copies (more than one and off premises!)**

Just like keys. Digital files or databases get lost, deleted or corrupted so they are non-useable. If you only have one set of keys and they are lost or damaged you will no longer be able to use or enter that locked area. Therefore it is wise to keep an extra copy of the digital files on the computer, off the computer and off premises (in the cloud) in case of property damage or a fire.

# Using a Password Manager

#### **Example using a Password Manager:**

For this example we will try to download, install and try a basic setup of a password manager.

#### **Open Source programs are another alternative:**

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Referenced from: <a href="http://keepass.info/">http://keepass.info/</a>



### **Contact Information or Links**

### http://bonsor55.plussociety.org/website/

#### **Bonsor55 Computer Group (on you tube)**

https://www.youtube.com/channel/UCTNYfdbVMvTqhxmibrkGL8g

Thank you for your time and interest in this presentation!



#### Bonsor55 Computer Group

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