Passwordstate Enterprise Password Management

Passwordstate Mobile App Manual

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Table of Contents

2

	Foreword	0
Part I	Passwordstate Mobile App Manual	3
Part II	Mobile App Pairing	3
Part III	User Preferences	4
Part IV	Password Lists	5
Part V	Password Record View	7
Part VI	One Time Passwords	7
Part VII	Search	8
Part VIII	Synchronizing Data	9
Part IX	Settings	10

3

1 Passwordstate Mobile App Manual



This manual will provide instructions for the initial configuring of the native apps for iOS and Android for Passwordstate, and how to use the Mobile App itself.

The following table summarizes each of the key areas for configuring and using the Mobile Client.

Mobile App Pairing	Scan a QR code on the User Preferences page in Passwordstate to pair the mobile app with the Passwordstate App Server
<u>User Preferences</u>	Configure your master password
Password Lists	Visibility of all password lists grouped by folder
One Time Passwords	Quickly access all One Time Passwords in the vault
Password Record View	View details of the password record and initiate actions
Search Records	Global search returning records from the vault that match the given criteria
Synchronizing Data	Synchronize your vault with the Passwordstate instance
<u>Settings</u>	Settings for biometric authentication, website autofill service, app lock time-out, clipboard time-out, homepage and light / dark-mode themes

Minimum Requirements:

- Smart phone with a minimum of Android Oreo 8.0 or iOS 12
- Passwordstate V9 Instance
- Passwordstate V9 App Server

2 Mobile App Pairing

This screen facilitates pairing with the Passwordstate App Server instance, and is required on a fresh install, when the Passwordstate administrators make changes to the app server's SSL certificate or rotate of the mobile app pairing key.

Steps to pair the mobile app:

1. On your PC open Passwordstate in the web browser, authenticate and then navigate to the user preferences screen (see <u>user preferences</u>).

Passwordstate Mobile App Manual

4

- 2. On your mobile device open the Passwordstate Mobile App, if this is a fresh install then you should be presented with the pairing screen.
- 3. Simply tap 'Scan the Pairing Code' button (you may need to grant camera access if not already) and then place the red guideline in the camera view over the pairing code on the user preference screen from step 1.
- 4. If the pairing was successful, you will now have the option to log on with your user name and master password.



How do I re-pair the mobile app?

As previously mentioned, there are some scenarios aside from a fresh install where you would be required to re-scan the pairing code.

This can be when the Passwordstate administrators have made changes to the app server's SSL certificate or performed a rotation of the mobile app pairing key.

In order to reach the pairing screen again, on the mobile app you should navigate to Settings -> Re-pair with Passwordstate App Server.

There is a chance you are unable to log on to reach the settings page, if so, the re-pairing option will be shown after a failed login attempt.

3 User Preferences

This area on the main Passwordstate website is where you can set your master password for the mobile app, and scan the QR code when pairing is necessary.

Preferences



Save Save & Close

4 Password Lists

This screen displays your password lists sorted alphabetically, grouped by collapsible folders and with the ability to perform a quick search to narrow down larger sets of password lists. The search will consider Name, Description and Tree Path.

Tips:

- To synchronize your data simply use the 'pull-to-refresh' gesture on the list, this will initiate the sync process and a loading dialog will be shown whilst this completes (see <u>Synchronizing Data</u>)
- Quick lock the Passwordstate Mobile App via the lock button in the top right hand corner
- Tap the folder header to collapse lists you don't access often
- Tap the password list name to view all the records in this list then:
 - Tap a record to view details
 - Swipe left on a record to Edit
 - Swipe right on a record to Delete
 - \circ Add a new record via the + button in the top right hand corner

6

≡	Password Lists	≡	Password Lists	Ð	÷	Domain Passwords +
۹	Search password lists	Q	Domain Passwords	×	م	Search Domain Passwords
	Synced on Mon, 04 Apr 2022 11:41 AM / 3s		Synced on Mon, 04 Apr 2022 12:19 PM / 2s		2	SQL Account
٠	\Business Systems		\Customers\Contoso\Infratructure			\Customers\Contoso\Infratructure\Domain
	Credit Cards		Domain Passwords			contoso\sqlaccount
	Database Accounts					-
	Microsoft SOL Local Accounts				20	SharePoint Account \Customers\Contoso\Infratructure\Domain
						Passwords contoso\sharepaccount
0	Oracle ERP Accounts					-
	SharePoint Accounts					
۲	SSL Certificates					
*	\Customers\Allsand					
	Workstation Accounts					
•	\Customers\Contoso\DBAs					
<u>-</u>	Database Credentials					
*	\Customers\Contoso\Infratructure					
	Active Directory Accounts					

Comain Passwords
 Search Domain Passwords...

 Search Domain Passwords...

 Search Domain Passwords
 Solut Account
 Customers\Contoso\Infratructure\Dom
 Passwords
 contoso\sqlaccount

 SharePoint Account
 Passwords
 contoso\Infratructure\Domain
 contoso\Infratructure\Domain
 passwords
 contoso\Infratructure\Domain
 contoso\Infratructure\Domain
 contoso\Infratructure\Domain
 contoso\Infr

← Domain Passwords

Q Search Domain Passwords...

QL Account

>ustomers\Contoso\Infratructure\Domain
asswords
ontoso\sqlaccount

SharePoint Account \Customers\Contoso\Infratructure\Domain Passwords

contoso\sharepaccount

 New Password Record
 Image: Confirm Password *

 Confirm Password *
 Confirm Select Date

5 Password Record View

This screen shows all the relevant fields in relation to the selected password record. Depending on the field there are various actions available such as copying to clipboard, launching a URL or toggling a masked field.

These actions are accessible via a pop-up menu by holding your finger over the desired field.

← SQL Account	← SQL Account
Username contoso\sqlaccount	Username contoso\sqlaccount
Password	Password ********
Account Type	Account Type Active Directory Username
	Copy CLOSE

6 One Time Passwords

This screen displays all the OTP records in the vault including the ability to scan a new OTP via the camera icon, perform a search and copy to clipboard by holding your finger over the desired OTP.



7 Search

This screen provides the ability to perform a global search on all records in the vault. The search will consider many fields such as Title, Username, Description, Notes, URL, AccountType, Tree Path and Generic Fields.

≡	Search 🕤	≡	≣	Search	0
Q	Search all password records	(Q	dropbox	×
				Dropbox One-Time \Infrastructure\One-Time Passwords msand -	

8 Synchronizing Data

Syncing data can be executed via the 'pull-to-refresh' gesture on the Password Lists page - simply swipe down and release. A loading dialog will be shown until the process is complete.

10 Passwordstate Mobile App Manual



Android: Please note that in the Android variant, you are also able to execute the sync process via the 'Sync Data' option in the left swipe menu.

9 Settings

The settings screen is for configuring features such as biometric authentication, website autofill service, app lock time-out, clipboard time-out, homepage and light / dark-mode themes.

≡ Settings		
App Server Info		
Build No 9493		
URL	loss, net	
Offline Cache Expiry: 6 days 23 hours 59 minutes		
Security		
Biometric Unlock		
App Lock Timeout	Immediately	_
Clipboard Timeout	10 seconds	_
Autofill		
Autofill Service	~	
Appearance		
Homepage	Password Lists	_
Theme	System Default	

Biometric Unlock

As an alternative to Master Password authentication, the app can also integrate with the device's biometric system (if supported).

You must have the device's biometric settings configured prior to activating the Biometric Unlock feature in the Passwordstate Mobile App.

App Lock Time-Out

Based on this setting the app will automatically return to the lock screen immediately or after X amount of minutes.

Clipboard Time-Out

Based on this setting the app will attempt to clear the device's clipboard after copying any detail in the Password Record View.

Autofill Service

Android:

If your device is running Android Oreo (8.0) or greater the app is able to integrate with Android's Autofill Framework.

You may activate this feature by toggling the check-box, which then re-directs you to Android's System Settings where you must select Passwordstate as an autofill provider.

Please note the effectiveness of this feature can vary depending on your version of Android and if the browser you are using supports the Android Autofill Framework. We have had best experience using the latest version of Google Chrome.

iOS:

If your device is running Apple iOS 13.0 or greater the app is able to integrate with Apple's Password Autofill.

You must activate this feature outside of the app by navigating to Apple's System Settings -> Passwords -> Autofill Passwords and then selecting Passwordstate.

For the best experience, it is recommended to only have Passwordstate as the selected auto fill option.

÷	Autofill service					
0	- None					
0	G Google					
۲	Passwordstate					
+	Add service					



Homepage:

Determines which pages is shown initially after an unlock.

- Password Lists
- OTP
- Search

Theme:

- System Default if supported by the device's operating system this option will use the appropriate Light or Dark theme, otherwise it will default to the Light option
- Light standard Passwordstate blue theme
- Dark dark-mode variation

Settings	13