MySafePass Editor Quick Tutorial

This step-by-step *Tutorial* describes how to install, configure and register **MySafePass Editor** and how to use it.

1. Installation

Download **MySafePass Editor** installer and let Windows to execute it. You may get a *Security Warning* about *Unknown Publisher*. This is happening because our custom installer program does not have a digital signature built in. It is safe to ignore this warning. Press *Run* button to continue. The Installer will copy files to a folder of your choice and will create shortcuts on the Windows *Desktop* and in the *Start Programs* menu.

2. Creating MySafePass Documents

After you successfully downloaded and installed **MySafePass Editor**, go to '*Start'->'Programs'->'MySafePass'->'MySafePass Editor'* to run the application. The Welcome Wizard dialog will be displayed. Now you can create a new MySafePass document, or open an existing one. If you choose *'Create new encrypted document…'* command the wizard will prompt you for the document type. Select *'Create new encrypted passwords document…'*. You can now edit your encrypted passwords document by adding items to selected categories (see the demo screenshot). When you save the document for the first time, you will be asked for the file name and for the file password. You can change this password later.

You may add as many Web, Email or other accounts as you need. You can delete, rename or modify any account under any category.

3. Setting Screen Lock Options

The default Screen Lock Options are set to lock the screen in 1 minute of inactivity. The Screen Password is not set. You can change this behavior. On the menu bar select '*Settings'* -> *'Screen Lock Options'* command. The Settings dialog will be displayed. Here you can disable this feature, or change idle time to lock the screen, enable a screen password, etc. Please note that the screen password is not a file password, which you specify when you save your encrypted documents.

4. Software Registration

When you order the product, you receive the registration key. Use this key to activate installed copy of the software. Go to *'Settings'* -> *'Register Application…'* command and enter the key values into three separate input fields, then press OK.

5. Other Tasks

· You may use MySafePass Editor to create encrypted plain-text documents, similar to Windows Notepad.

· You can change file password for a current document.
· You can browse the Web using built-in secure Web Browser.
· At any given moment you can lock the screen of the editor by pressing Toolbar *'Lock'* button.

6. Uninstalling MySafePass

To uninstall the software, go to Start menu and run '*Start'* -> *'Programs'* -> *'MySafePass'* -> *'Uninstall MysafePass…'* command. The software and its shortcuts will be completely removed from your system.