

# Secure Password Storage & Management

There are several effective methods for securely storing and managing multiple passwords. Each method has its advantages and limitations. Bellow is the best option recommended by SJSU IT. Additionally, please refer to our [\*\*Password Checklist\*\*](#), which outlines best practices for creating strong passwords and keeping them secure.

***NOTE: This method is better than storing your passwords in a notebook, on a sticky note on your monitor, under your keyboard, or in plain text on your computer.***

---

## LastPass\_logo.png

## LastPass:

***Adequately secure***

LastPass makes storing multiple passwords for websites and web services easy. It is available as a web browser add-on and an app giving you access to all your passwords anywhere, anytime - and it's FREE! SJSU affiliates can get LastPass Premium for free as well, which offers access from multiple types of devices and other features.

## Create a LastPass Account for Free or SJSU LastPass Premium account (if you have a oneSJSU account)

1. Create your LastPass Master Password
  - Create a strong password that satisfies all of LastPass' minimum requirements
  - Ensure that you are able to remember this password, so you can access your LastPass password vault
  - You may add an optional password hint to help you remember your Master Password

# Get the LastPass Web Browser Add-On

1. Choose your operating system > web browser > **Download**
2. Once LastPass is added to your web browser, **sign in**
  1. Click the **LastPass browser button** in the top right corner of your browser
  2. Select "**Login**" at the bottom of the pop-up box.
  3. Enter your **email address and master password**.

## How to Begin Using LastPass

1. Visit a website that requires a login and enter your password
2. **After logging in**, a pop-up will appear in the upper right corner of your browser prompting you to add this site's login info to LastPass
3. Click **Add**
4. Now, when you visit this site, LastPass will **autofill your login** information for you
5. **Configure your settings**: click on the LastPass icon in the upper right corner of your browser > Account Options > Extension Preferences
  - Check "**Automatically Log out when all browsers are closed**"
  - Check "**Automatically Log out after idle (mins)**" (15 minutes recommended)
  - More recommendations to make your LastPass account more secure are available here:

<https://www.makeuseof.com/tag/ways-supercharge-lastpass-security/>

**Keep in mind that LastPass will only save and autofill your passwords when you are logged into the web browser extension.** Simply login using your email and Master Password whenever you begin browsing on your computer.

## LastPass Mobile App

1. Visit your phone's app store
2. Search for LastPass and download the app
3. Open the app and Login
4. Your passwords should be synced from your web browser account
5. Passwords used on your phone will also be stored in your account

**Need more help? >>>> Submit a help ticket! We're here to help you.**

---

Revision #33

Created 14 February 2019 17:50:34

Updated 27 August 2024 19:27:09 by Bruce Gardner