

How to implement PassMan in your business?

This document will help you get the most out of your PassMan Business Password Manager.

What is the goal?

Gradual installation of a password management tool that will make your company's password management more effective and secure.



Encrypted storage



Permission management



Tidy interface

Steps of implementation

0. Recognize the most important principle

Let's do it! Deployment projects often fail because they are overcomplicated. We have compiled a guide to help you do not overthink this process and start your implementation with ease!

The ultimate goal is to create a **network of all your business passwords** (containing all target systems (machines, websites) which are used in your business) to make business password management and access more transparent and secure.

1. Register the users

The first step is to **register the employees** at your company. It doesn't mean you should register all of them (if it is an enterprise), but at the beginning you should give PassMan access to the co-workers who will help you in this process! These could be for example the department managers, who will be able to register the targets, team members and passwords.

If you want to **register users manually**, look for the "User Administration" option and add them one by one. Enter the name, username, (business) email address and set a temporary password for a user. You can **set roles** at the beginning too and you can **assign users to groups** (create groups first to do this). If you prefer adding your users from **Microsoft Active Directory automatically**, all you have to do is to import them.

2. Register the targets

When you have the users, you need to involve them into the process. Next step is to register the most important targets (websites, apps, etc.) to PassMan with the help of your existing users. It is a good idea to **register your systems by department**, so each department has its own folder and you can create additional subfolders too.

To avoid duplication, you should check if a target has already been registered by another employee before adding a new target to PassMan. The quick search engine let you check immediately if a target system has already registered.

3. Register the accounts (username, password)

There are two types of business passwords: **individual and shared**. Individual passwords will be only seen by the user (or may the person who monitor the user), while shared passwords will be seen by anyone who needs them. Give permission to any user who have to use a shared password. Shared passwords usually belong to shared accounts with general usernames like info@company.com, admin, support etc.

After you have registered mayor targets, you can take care of the less important ones. It is a great help if **users register the targets** (and their username, password) they use (or used in the past).

Once all the passwords have been registered into PassMan, we suggest you to **delete the documents** and places **that contain stored passwords** (Excel, e-mail, Word etc.). It is a great way to avoid the sensitive data being targeted by hackers in the future!

4. Design the map structure

The password network is actually an ideal folder structure in which all the target systems are listed only once. With PassMan, you can **creat any structure** (and you can edit it later) so all the departments can customize it to get the most out of the system. We suggest to departments to have an own, separate folder (e.g. Marketing, Finance, HR, Sales, etc.) in which they can store and manage their business passwords.

5. Fine-tuning during use

If you are here, you have done a great job! Congratulation, you have implemented your business password management solution! Although the system is working and secure, you can also increase user convenience and data protection with additional settings.

You can generate super secure passwords based on business policy, change passwords automatically, modify permissions... Everything you want! **Discover the power of PassMan and take business password management to the next level!**

About PassMan

PassMan is a business password management system that protects your business data from blackmail virus attacks and other external threats, and significantly reduces the risk of employee negligence or misuse. Encrypted password storage and advanced permission management provide extra security to avoid business data being stolen. PassMan is not only secure, it provides the convenience to delivering significantly effective work from the moment of implementation!

Do you need more information?



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ISO 17799



ISO 27001



PASSMAN - ENTERPRISE PASSWORD MANAGEMENT MADE SIMPLE

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