passwordsFast
Manual

On/Off Button

Fn-Space or move right

Fn-Bksp or move left

Search button

Fn-Opt or Esc

Shift Key

Coin Battery Slot

Fn-Function key works with all items in blue

Fn-Del or Edit

Fn -Add or Enter

Remove Plastic Film Before Using   **Quick Start Video Available at www.passwordsfast.com**

On/Off Button –Press this button for a few seconds to turn the device on; press and hold for a few seconds to turn it off. If the device does not turn on when the power button is pressed, *take out and re-insert the battery*.

Fn - Function – The **Fn** key corresponds with all the numbers and symbols in blue on the keyboard. Press **Fn** key (let go) then press the corresponding **number** or **symbol** (let go). *Don't press them at the same time*. Press **Fn** for 1 second ("long press") to enable Function Lock allowing you to enter multiple numbers and symbols in a row instead of one at a time. Press **Fn** again to unlock.

Fn - bksp – This allows you to delete a character. Press **Fn** (let go), then press **bksp** (let go).

Fn - space – This allows you to add a space. Press **Fn** (let go), then press **space** (let go).

Shift – The **Shift** key allows you to enter capital letters. Press Shift key (let go) then press the corresponding letter (let go). *Don't press them at the same time*. Press **Shift** for 1 second (*long press*) to enable **Shift Lock** allowing you to enter multiple capital letters in a row instead of one at a time.

Press **Shift** again to unlock.

Getting Started - Setting Device Password
- Turn on device. It will display the "Create Password" screen.
- Type in your password (this is the **device** password and the only one you have to remember) and then press the **Enter** key; confirm password (re-type your password) and then press **Enter**; type a security phrase* and then press **Enter**. The screen now says "Device Initialized!". Press **Enter** to Continue.

Note: The security phrase is a one-time phrase which is used for making the encryption stronger. You will not be asked to enter this again nor is it necessary for you to remember the phrase.

Fn - **Add** – This allows you to add an entry. Press **Fn** (let go), then press **Add** (let go).

Add **Description** – press Enter when complete; Add **Username** – press Enter when complete,

Suggest Password – choose **Yes** to autogenerate a password then press enter. Modify the autogenerated password if desired, then press enter again. Press enter to confirm. Choose **No** to enter your own password-press enter when complete. Press enter to confirm.

Once you confirm, the device takes you back to the Password Entries Screen. All entries are sorted alphabetically.

Fn - **Del** – This allows you to delete an entry. Find the entry you want to delete by using up/down arrow keys or search function. Press **Fn** (let go), then press **Del** (let go). Press enter to confirm.

Edit – This allows you to edit an entry. Find the entry you want to edit by using up/down arrow keys or search function. Press **Edit** to modify the entry Description, Username and/or Password. Password auto generation is also available when editing entries.

Esc – Always takes you to the previous screen, and also cancels **Function Lock** and **Shift Lock**.

View Entry – Find the entry you want to view by using up/down arrow keys or search function.

Press enter.

Fn - **Opt** – Opens the **Device Options** screen which allows you to do the following:
- **Passwd Generator** – Press **Enter** when Generate Passwd is selected to generate a standalone password, and **Esc** to go back. Modify all other settings using the left/right arrow keys, press **Enter** to save changes:
  - Suggestions: On (default)/Off
  - Password Size: 10 (default) 8-32 characters in length
  - Lowercase: Yes (default)/No
  - Uppercase: Yes (default)/No
  - Numbers: Yes (default)/No
  - Symbols: Yes (default)/No
- Increase/decrease Screen Level, Timeout, and Login Trys using left/right arrows, press **Enter** to save changes
- Change Master Password
- Reset Device

 – Allows you to search for a desired entry. Once pressed, enter a search phrase and press enter to list all matching entries. Search phrases can be partial words and are not case sensitive.

Reset Device – You can reset the device back to factory settings and create a new device password. **WARNING:** this will delete all existing password entries! At the "Enter Password" screen, press **Fn** then press **Opt**, then follow the prompts.