

# Security

- [Password Manager](#)



# Password Manager

## Setting Your Password

**IMPORTANT YOU CANNOT RESET YOUR PASSWORD AS THIS IS USED AS AN ENCRYPTION KEY**

**USE A VERY STRONG PASSWORD AND ADD A PASSWORD HINT INCASE YOU FORGET**

## Location

Url	<a href="https://vault.maticmedia.co.uk">https://vault.maticmedia.co.uk</a>
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## Administrator Access

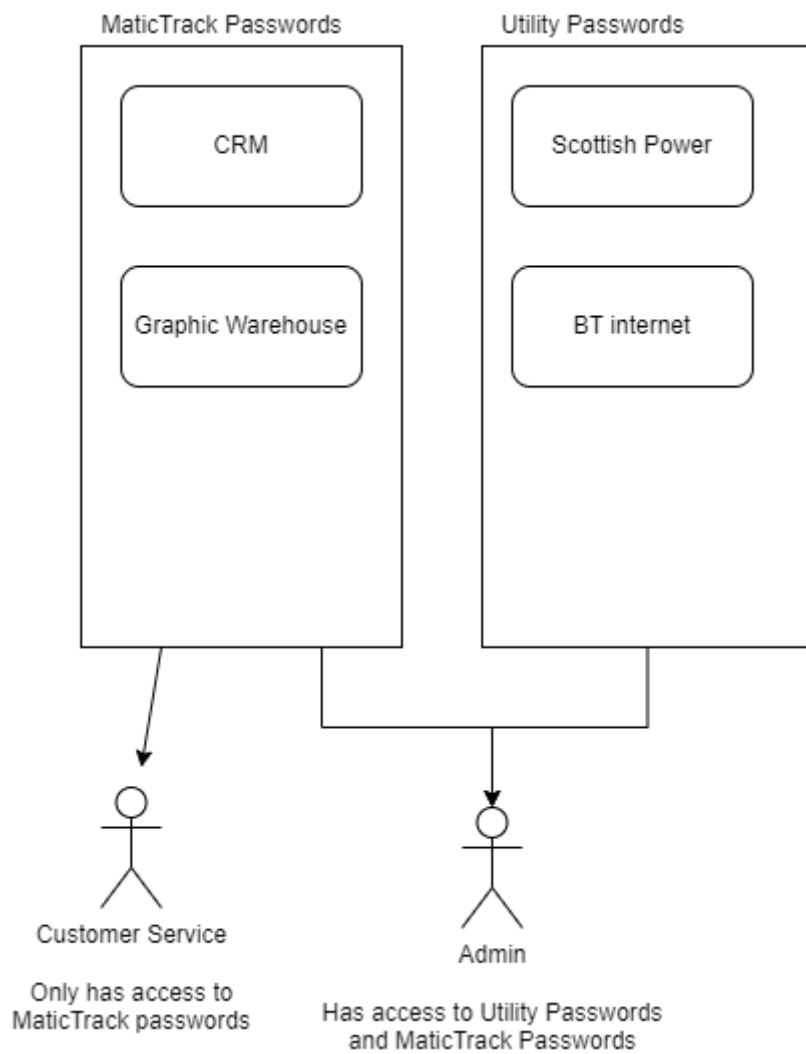
The following users have administrative access if you need to request access to the password manager.

MaryRose
Richard
Robert
Linda

## Collections

Inside the vault you can save... Passwords, Notes, Files etc these are categorised inside Collections. Collections can then be shared with other Vault users.





## Adding Users



**FILTERS**

Search vault

**All items**

- Favourites
- Bin

**TYPES**

- Login
- Card
- Identity
- Secure note

**FOLDERS**

- No folder

**COLLECTIONS**

- Bank Accounts
- Default collection
- Servers

## My vault

- ☐ Bank Account (MD) MD
- ☐ VaultWarden Server (LXC 110) root

**ORGANISATIONS**

Matic Media

+ New organisation

**MM** Matic Media Organisation

Vault **Manage** Tools Settings

**MM** Matic Media Organisation

Vault **Manage** Tools Settings

**MANAGE**

- People
- Collections
- Policies

**People**

All 4 Invited 3 Accepted Search + Invite user

<input type="checkbox"/>	<b>LI</b> linda@maticmedia.co.uk Invited	Admin
<input type="checkbox"/>	<b>MA</b> maryrose@maticmedia.co.uk Invited	Admin
<input type="checkbox"/>	<b>RI</b> richard@maticmedia.co.uk Invited	Admin
<input type="checkbox"/>	<b>RM</b> robert@maticmedia.co.uk Robert McCombe	Owner



INVITE USER

Invite a new user to your organisation by entering their Bitwarden account email address below. If they do not have a Bitwarden account already, they will be prompted to create a new account.

Email

You can invite up to 20 users at a time by comma separating a list of email addresses.

USER TYPE [?](#)

☒ User

A regular user with access to assigned collections in your organisation.

☐ Manager

Managers can access and manage assigned collections in your organisation.

☐ Admin

Admins can access and manage all items, collections and users in your organisation.

☐ Owner

The highest access user that can manage all aspects of your organisation.

ACCESS CONTROL [?](#)

[Select all](#) [Unselect all](#)

☐ This user can access and modify all items.

☒ This user can access only the selected collections.

Name	Hide passwords	Read only
<input type="checkbox"/> Bank Accounts	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Default collection	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Servers	<input type="checkbox"/>	<input type="checkbox"/>

Save

Cancel

User's Email Address

Access Level

What collections of passwords this user should have access to

## Physical Location

Passwords are saved in a VaultWarden instance on **LXC 110 on Server 1 (Internal IP 192.168.0.60)**. Backups are preformed weekly. You can access the Proxmox instance by following the [instructions here](#).

## Browser Extensions & Mobile Apps

There are bitwarden extensions for Firefox, Chrome and Edge.

### Links to Extensions

Firefox	<a href="#">Bitwarden - Free Password Manager - Get this Extension for Firefox (en-GB) (mozilla.org)</a>
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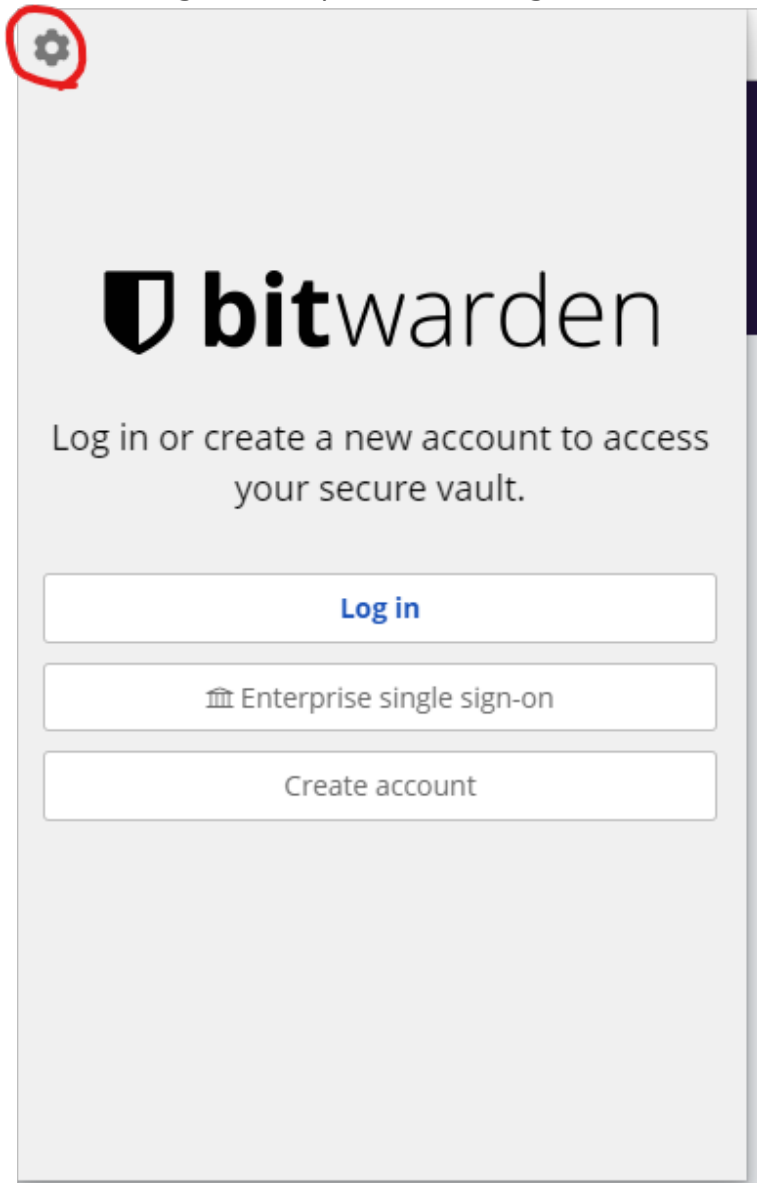
Edge	<a href="#">Bitwarden - Free Password Manager - Microsoft Edge Addons</a>
Chrome	<a href="#">Bitwarden - Free Password Manager - Chrome Web Store (google.com)</a>
Android	<a href="#">Bitwarden Password Manager – Apps on Google Play</a>
iOS	<a href="#">Bitwarden Password Manager on the App Store (apple.com)</a>

## How to Setup Browser Extension / Mobile Apps

1. Click the bitwarden icon at the top of the address bar after installing your extension

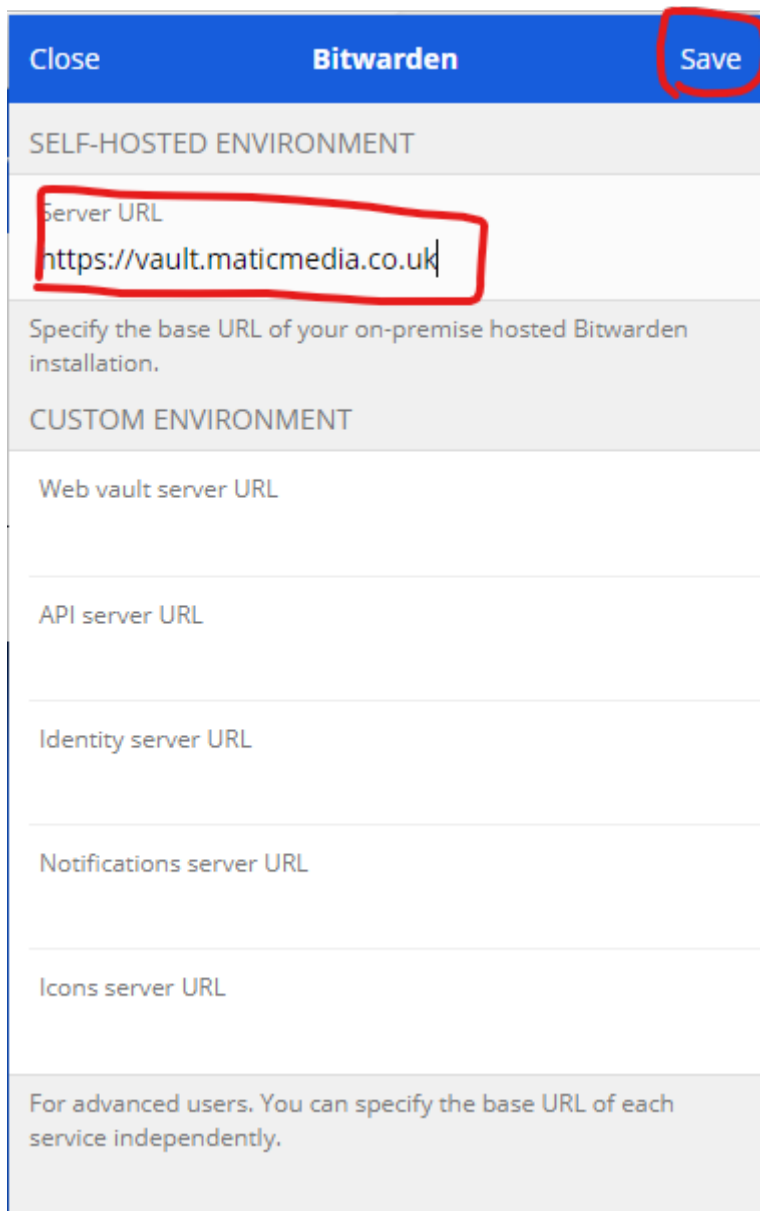


2. Click the cog in the top left of the edge screen





3. Enter the URL <https://vault.maticmedia.co.uk/> then click **save**



The screenshot shows the Bitwarden configuration interface. At the top, there is a blue header bar with the text "Close", "Bitwarden", and "Save". The "Save" button is circled in red. Below the header, the "SELF-HOSTED ENVIRONMENT" section is active. It contains a "Server URL" field with the text "https://vault.maticmedia.co.uk/" entered, which is also circled in red. Below this field, there is a descriptive text: "Specify the base URL of your on-premise hosted Bitwarden installation." The "CUSTOM ENVIRONMENT" section is also visible, containing fields for "Web vault server URL", "API server URL", "Identity server URL", "Notifications server URL", and "Icons server URL". At the bottom, there is a note: "For advanced users. You can specify the base URL of each service independently."


4. Click the login





Log in or create a new account to access  
your secure vault.

[Log in](#)

 Enterprise single sign-on

Create account



The environment URLs have been saved.





5. Enter your username and password


Cancel

Bitwarden

Log in

Email address

Master password



Get master password hint