

Get Started with Bitwarden: Team Member

View in the help center:

<https://bitwarden.com/help/get-started-team-member/>

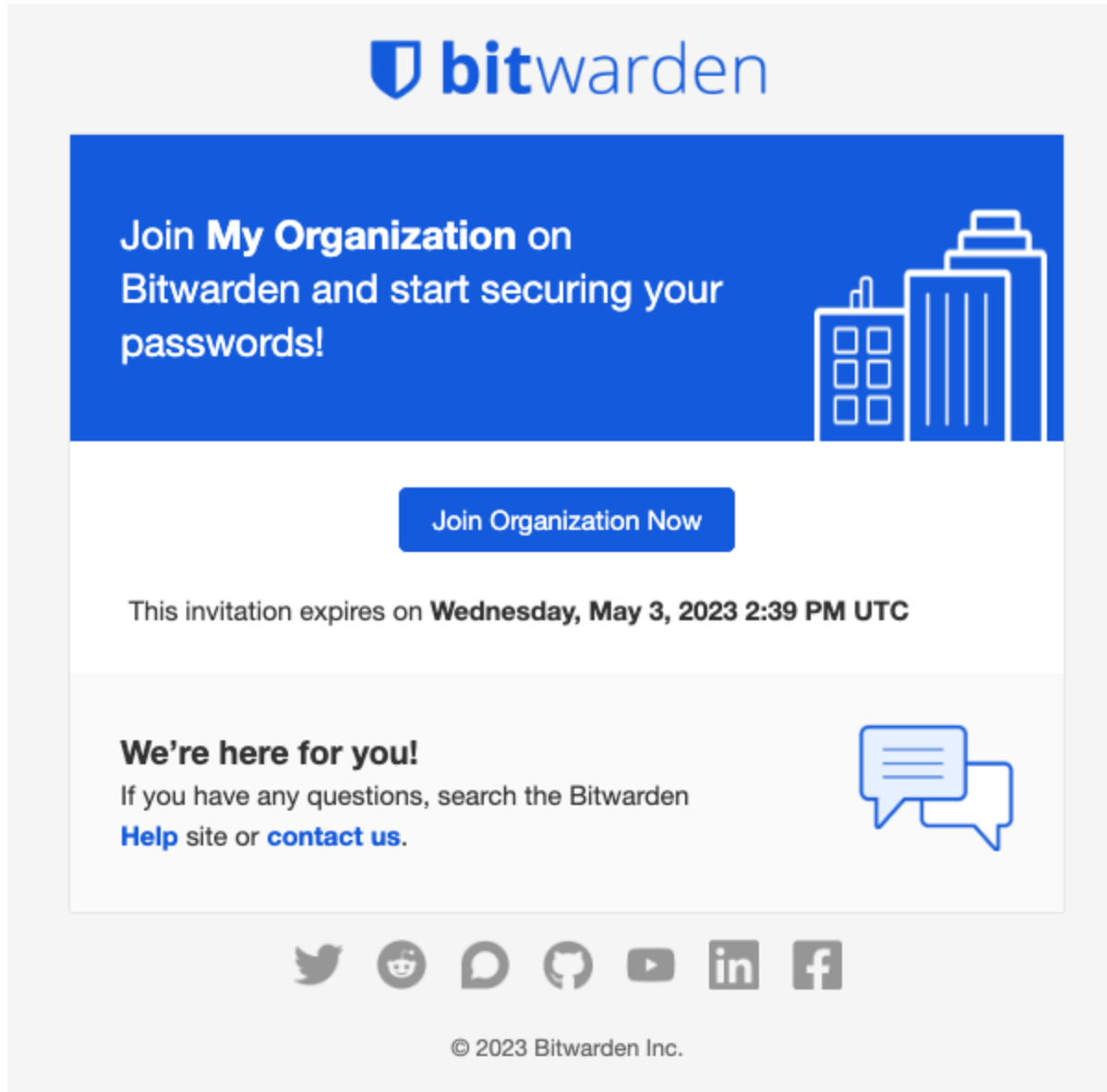
Get Started with Bitwarden: Team Member

So you've been invited to join Bitwarden? Whether you're a password management expert or brand new, here are steps you can take to be successful with Bitwarden in the workplace:

⇒Enterprise

Join your organization

There are a few different ways to join a Bitwarden organization; the one you'll need to use depends on your company's unique setup. Some organizations allow you to enroll by simply logging in with your single sign-on (SSO) account, and others will send email invitations to your work inbox:



The screenshot shows an email invitation from Bitwarden. At the top is the Bitwarden logo. Below it is a blue banner with the text "Join My Organization on Bitwarden and start securing your passwords!" and an icon of three buildings. Underneath the banner is a blue button that says "Join Organization Now". Below the button, it states "This invitation expires on **Wednesday, May 3, 2023 2:39 PM UTC**". At the bottom of the main content area, it says "We're here for you! If you have any questions, search the Bitwarden [Help](#) site or [contact us](#)." with an icon of two speech bubbles. At the very bottom of the email, there is a row of social media icons for Twitter, GitHub, Discord, YouTube, LinkedIn, and Facebook, followed by the copyright notice "© 2023 Bitwarden Inc."

Invitation to join

If you're not sure, ask the IT team at your company or your manager for information on how you're expected to join Bitwarden.

Your master password

In most cases, but not all, you'll create a master password for logging in to Bitwarden. If you do create a master password, it's important that it is:

- **Memorable:** Bitwarden employees and systems have **no** knowledge of, way to retrieve, or way to reset your master password. **Do not forget your master password!**
- **Strong:** A longer, more complex, and less common password is the best way to protect your account. Bitwarden provides a free [password strength testing tool](#) to test the strength of some memorable passwords you are considering.



Set a strong password

Finish creating your account by setting a password

Master password (required)

Important: Your master password cannot be recovered if you forget it! 12 character minimum.

Strong

Confirm master password (required)

Master password hint

If you forget your password, the password hint can be sent to your email. 0/50 character maximum.

Check known data breaches for this password

Create account

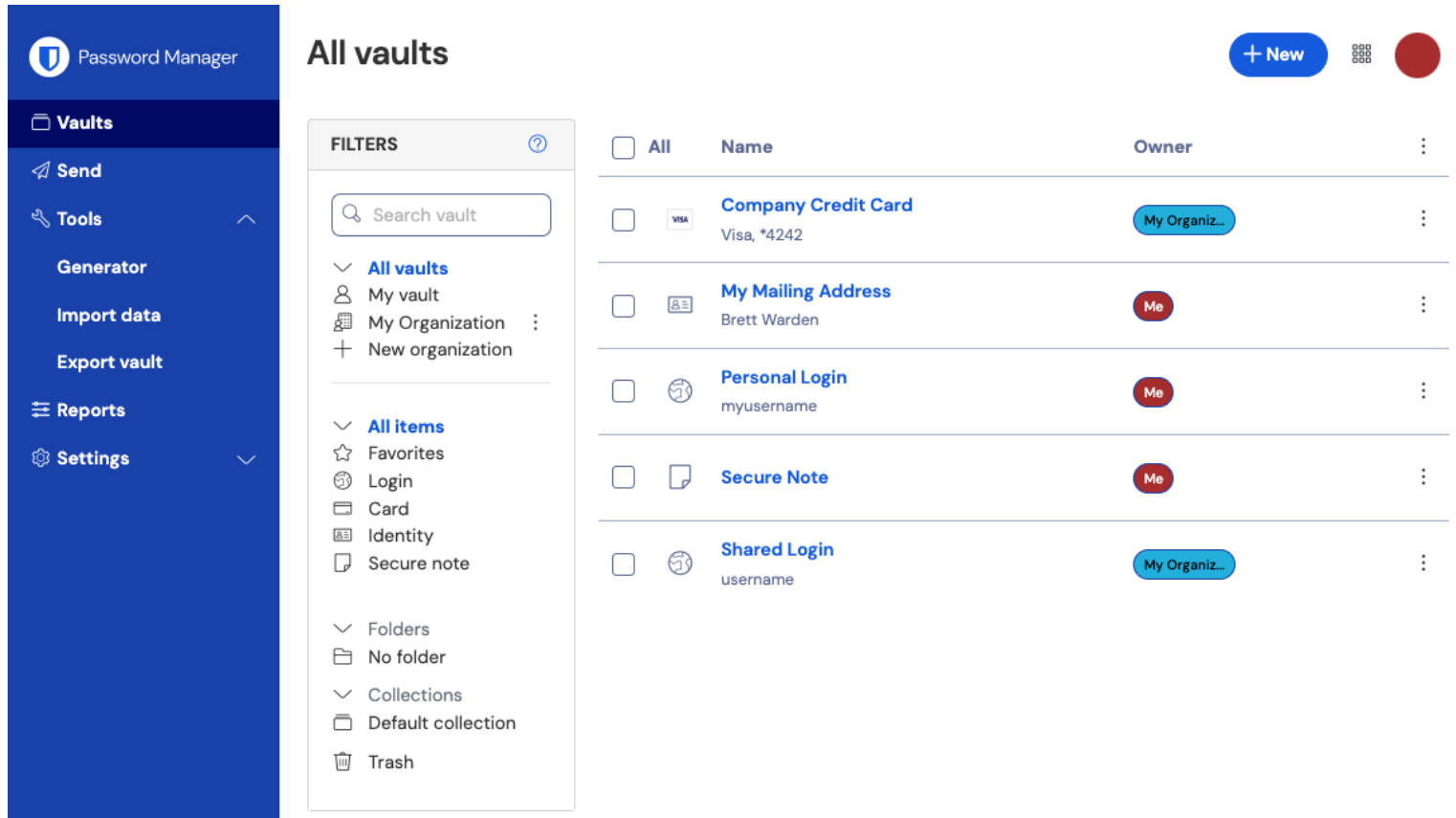
Set a master password

Trusted devices

In other cases, logging in to Bitwarden will require that the device you're logging in from be registered as a trusted one. When you join the organization, the device you use to join will automatically be registered as trusted, but you should [acquaint yourself with the process for adding more trusted devices](#) so you can securely access company credentials on-the-go.

Get to know your vault

The Bitwarden Password Manager web app will list all your vault items, including [logins](#), [cards](#), [identities](#), and [secure notes](#):



Password Manager web app

From the web app, you can fill your vault with information to keep secure, organize your credentials for easy access, and more. Items that you add in any Bitwarden app will sync to other Bitwarden apps you log in to so you can log into accounts from anywhere.

Import your data

Do you have passwords saved in a browser, like Chrome? Or are you coming to Bitwarden from another password manager? You can import logins directly to Bitwarden to [avoid a painful day of copy-and-pasting](#).

Or, if you store passwords on paper or in your brain, let's get you started [adding more items to your vault](#).

Share with your team

As a member of your organization, you can securely share information like company credit cards and login credentials with members of your team. Shared items can be accessed through a separate vault that is added to your Bitwarden apps when you join the organization:

<input type="checkbox"/>	All	Name	Owner	
<input type="checkbox"/>		Company Credit Card Visa, *4242	My Organiz...	⋮
<input type="checkbox"/>		My Mailing Address Brett Warden	Me	⋮
<input type="checkbox"/>		Personal Login myusername	Me	⋮
<input type="checkbox"/>		Secure Note	Me	⋮
<input type="checkbox"/>		Shared Login username	My Organiz...	⋮

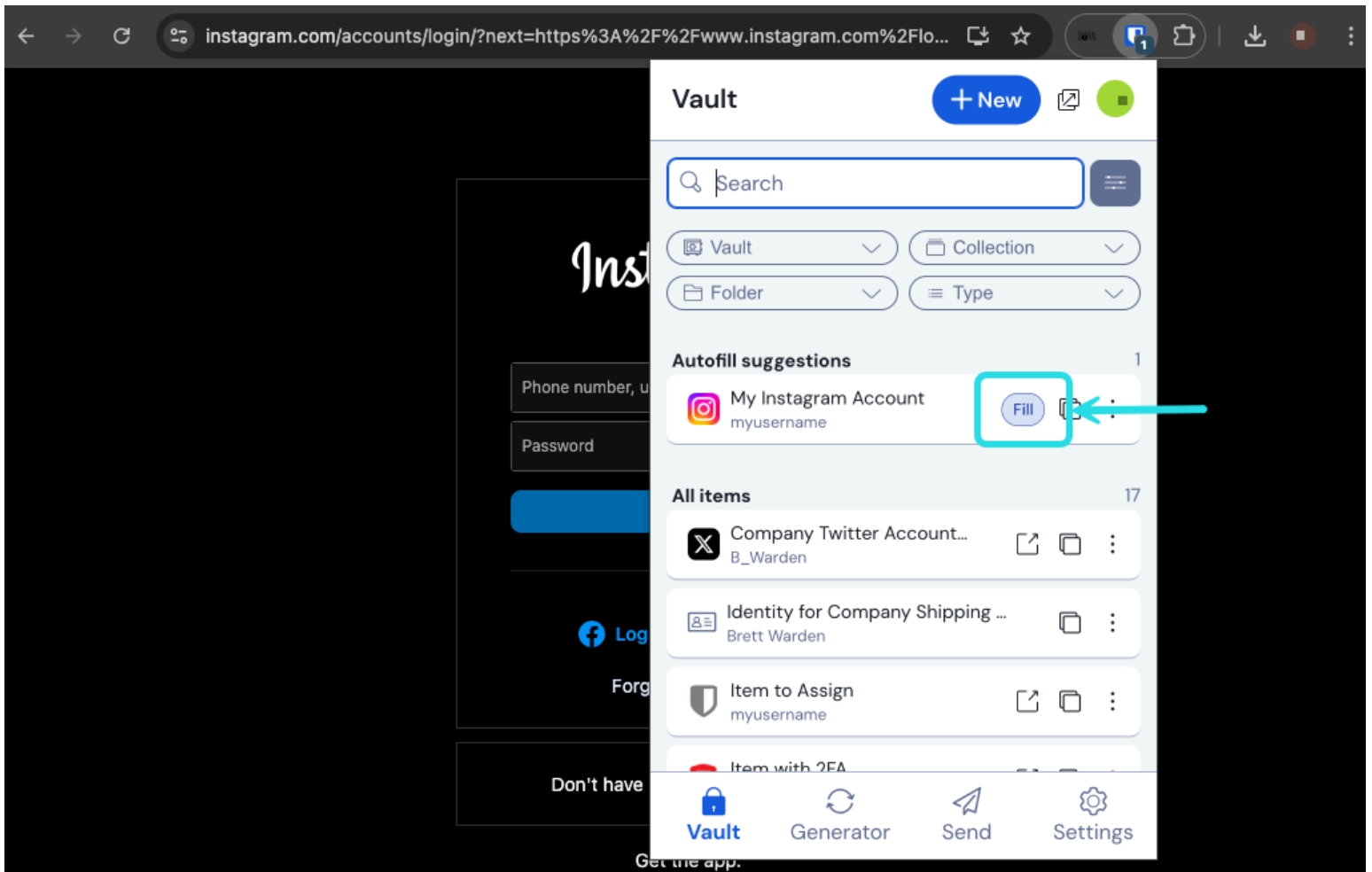
Organization-enabled vault

Shared items are grouped-together into [collections](#), which your team can organize based on things like business unit (e.g. "Sales Team"), business function (e.g. "Social Media Logins"), system (e.g. "AWS Credentials"), and more.

Learn [how to share credentials with your team](#).

Use Bitwarden while browsing

Bitwarden browser extensions make it easy to quickly log in to your accounts with saved passwords with the magic of autofill. [Download](#) the browser extension and [learn how to autofill passwords](#) while browsing the web:



Autofill via browser extension

It's best to [disable your browser's built-in password manager](#) to ensure that Bitwarden is always your go-to password manager.

Take Bitwarden on-the-go

Security anywhere is security everywhere! Get the Bitwarden mobile app so you can safely use your passwords while you're on-the-go. [Download](#) the mobile app and learn how to autofill passwords on [iOS](#) or [Android](#)

Bring secure browsing home

Some Enterprise organizations offer members a free sponsored Families organization so that employees can securely share personal vault items with up to five friends or family members. Learn [how to redeem your sponsorship](#) and make sure your family is practicing safe browsing.

⇒ Teams

Join your team

Check your inbox for an invitation to your new organization! If you already have an existing account, great! All you need to do is accept the invitation. If you don't, you will be prompted to create an account after you accept the invitation:



Join My Organization on
Bitwarden and start securing your
passwords!



Join Organization Now

This invitation expires on **Wednesday, May 3, 2023 2:39 PM UTC**

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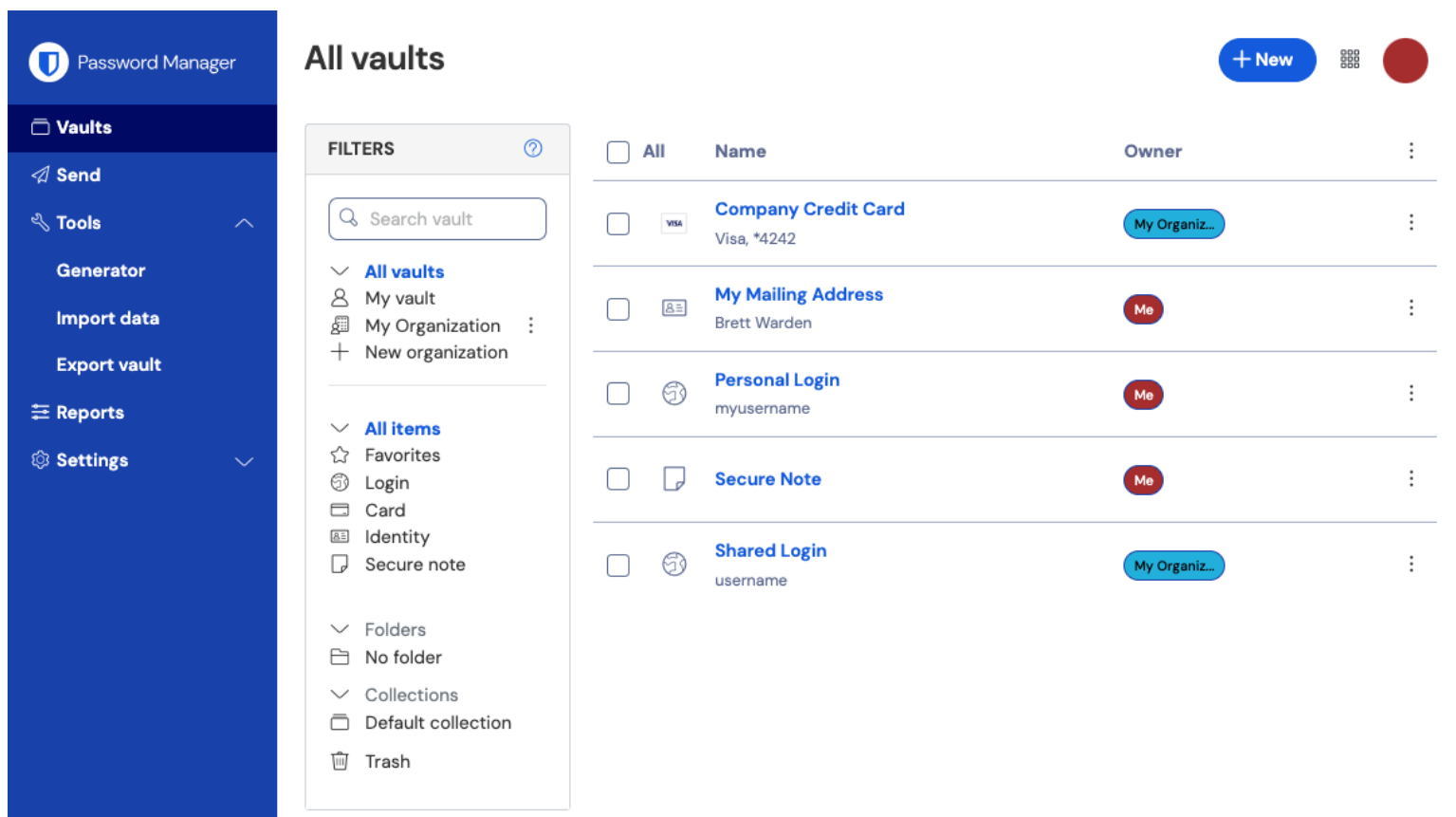
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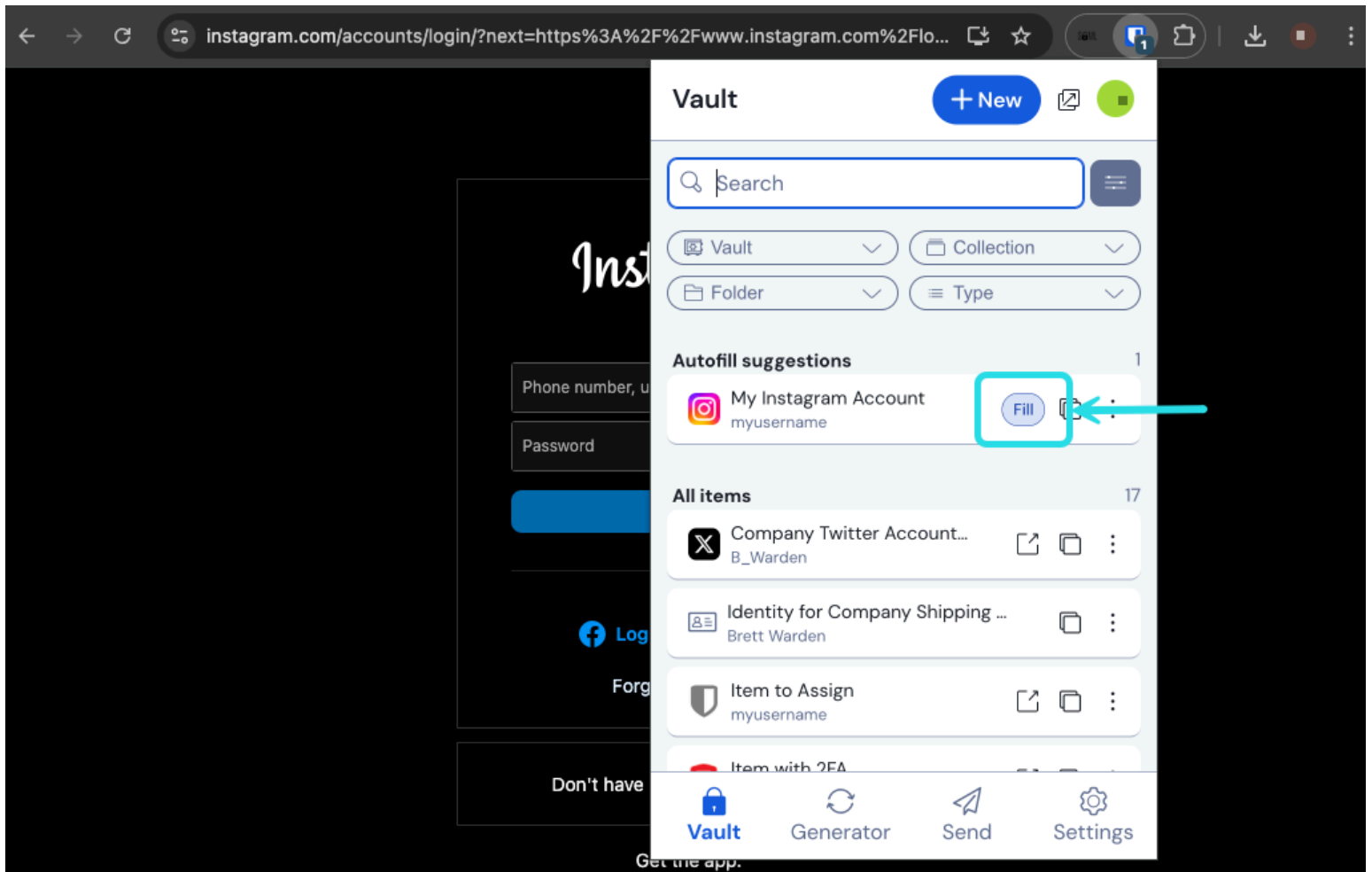
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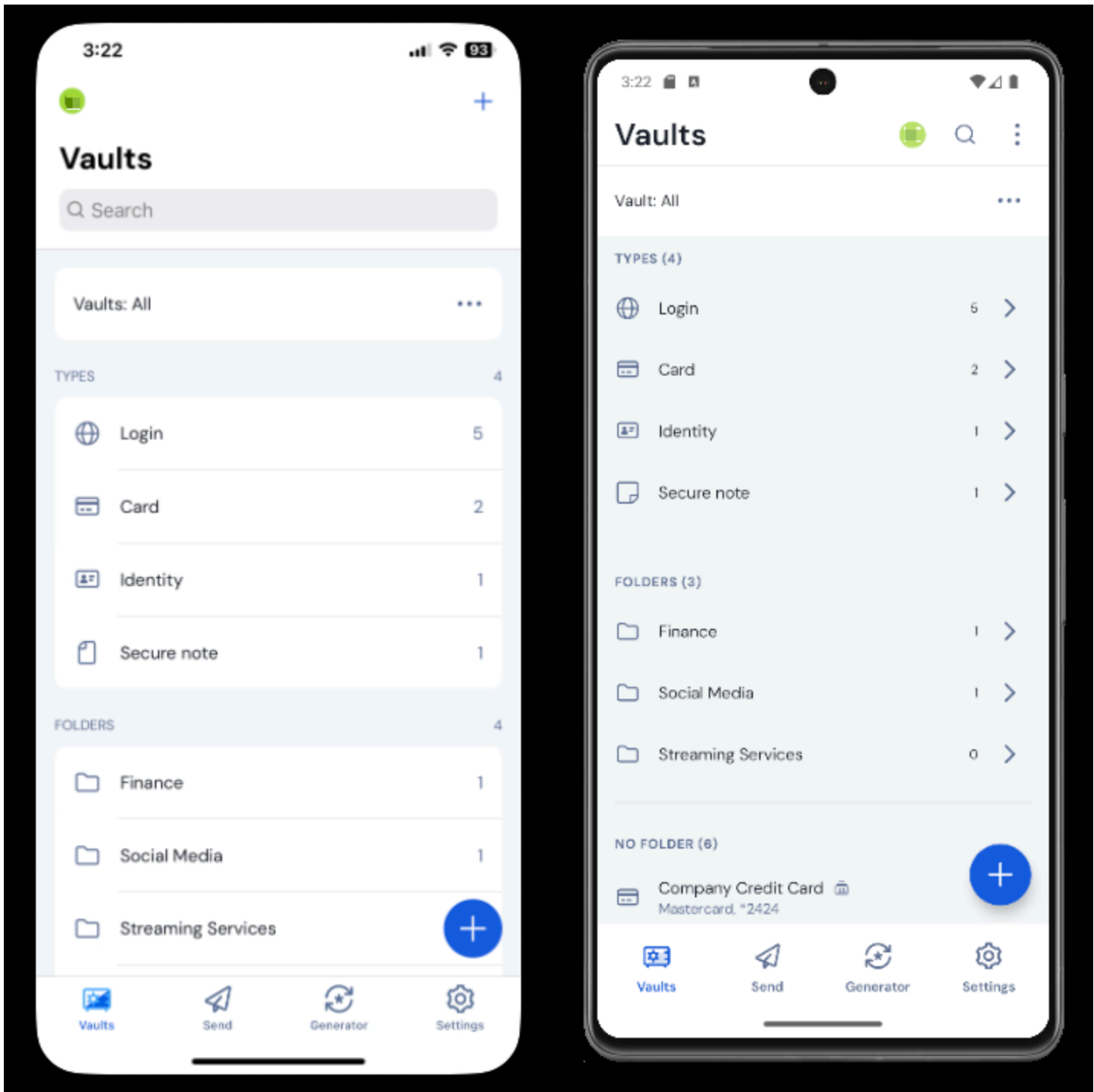


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Bitwarden on iOS and Android

⇒ Families

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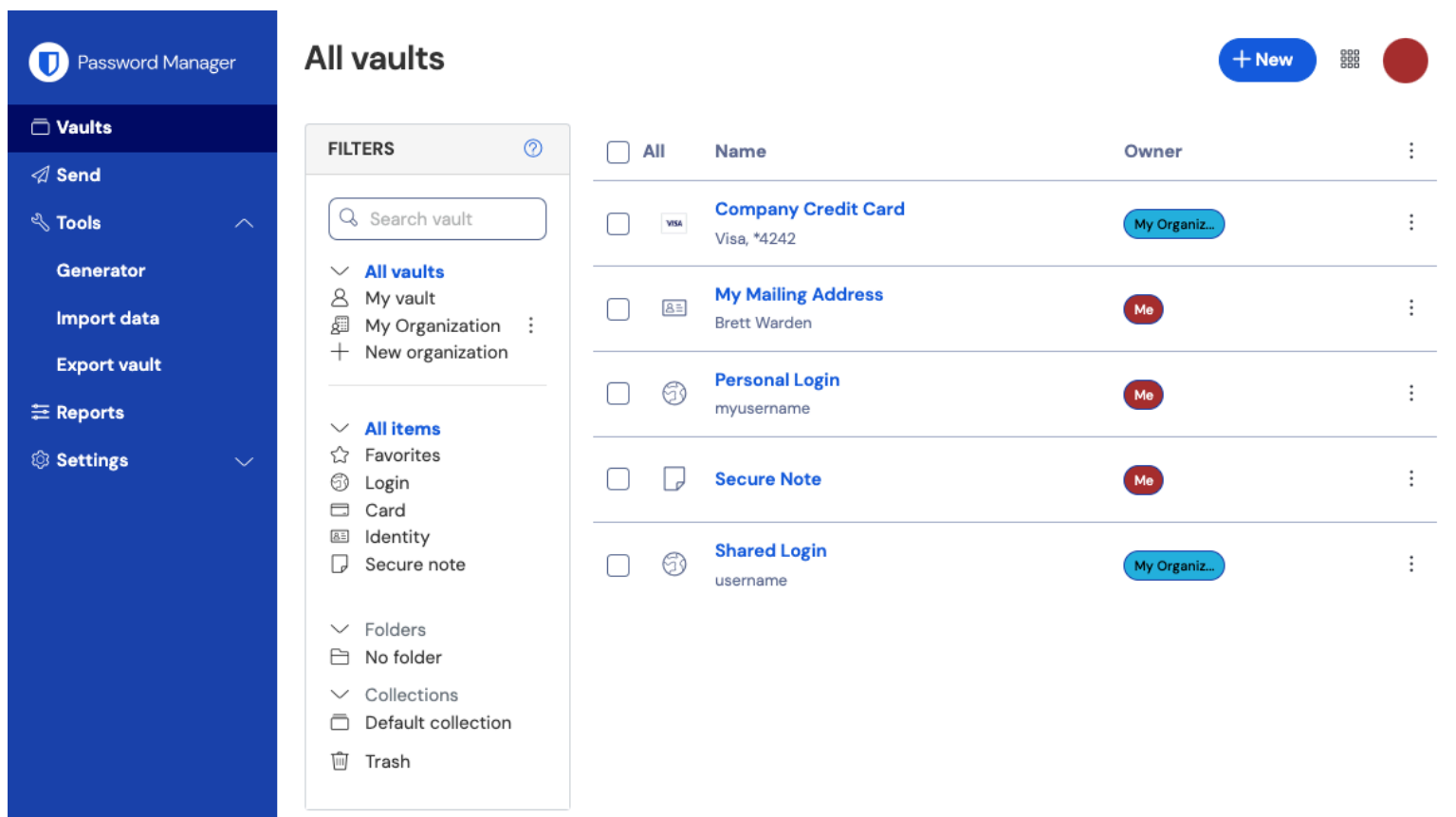
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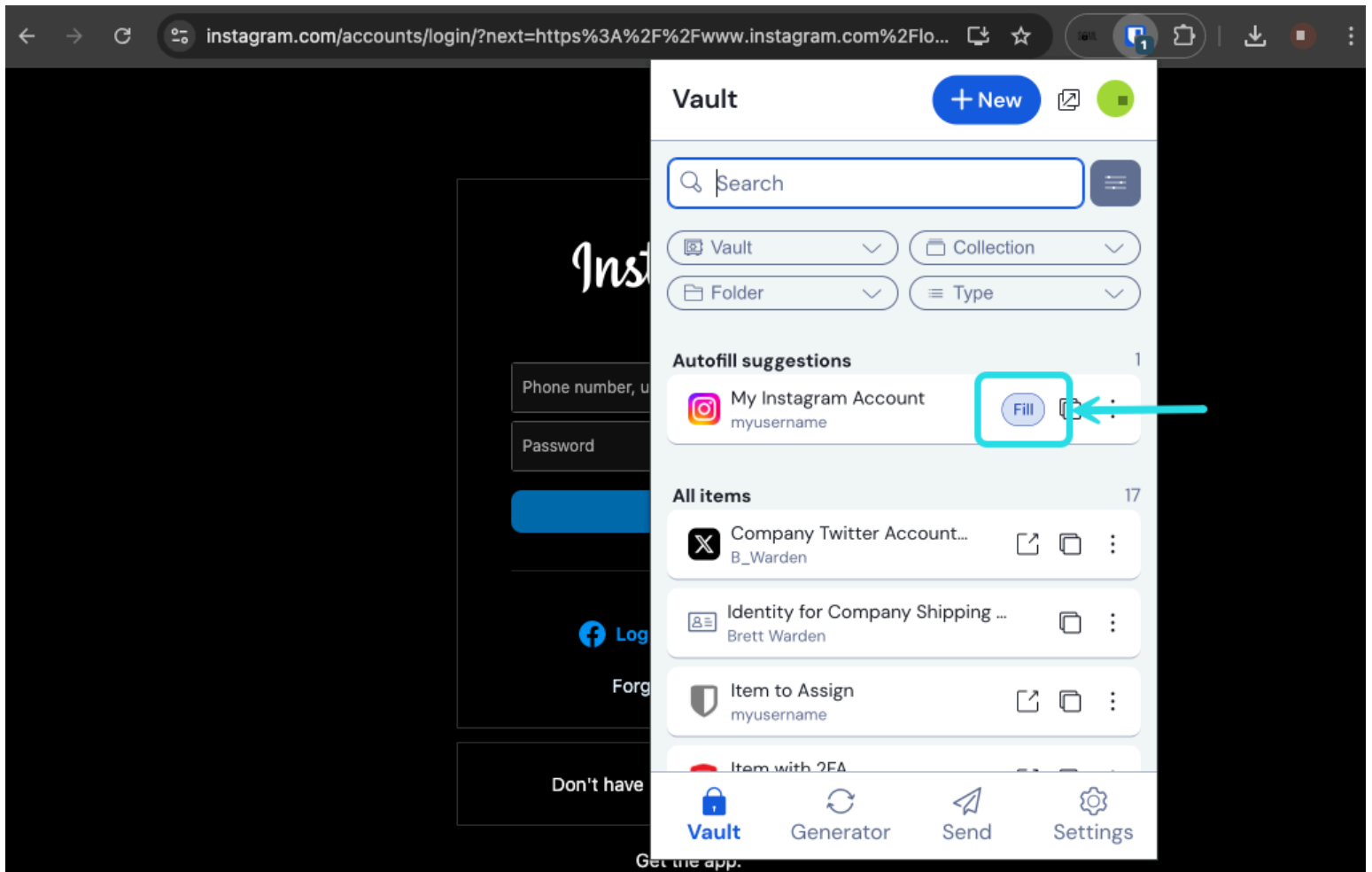
Organization-enabled vault

Shared items are grouped-together into [collections](#), which your family can organize based on things like who can have access unit (e.g. "Parents Only"), the type of logins they contain (e.g. "Streaming Logins"), and more.

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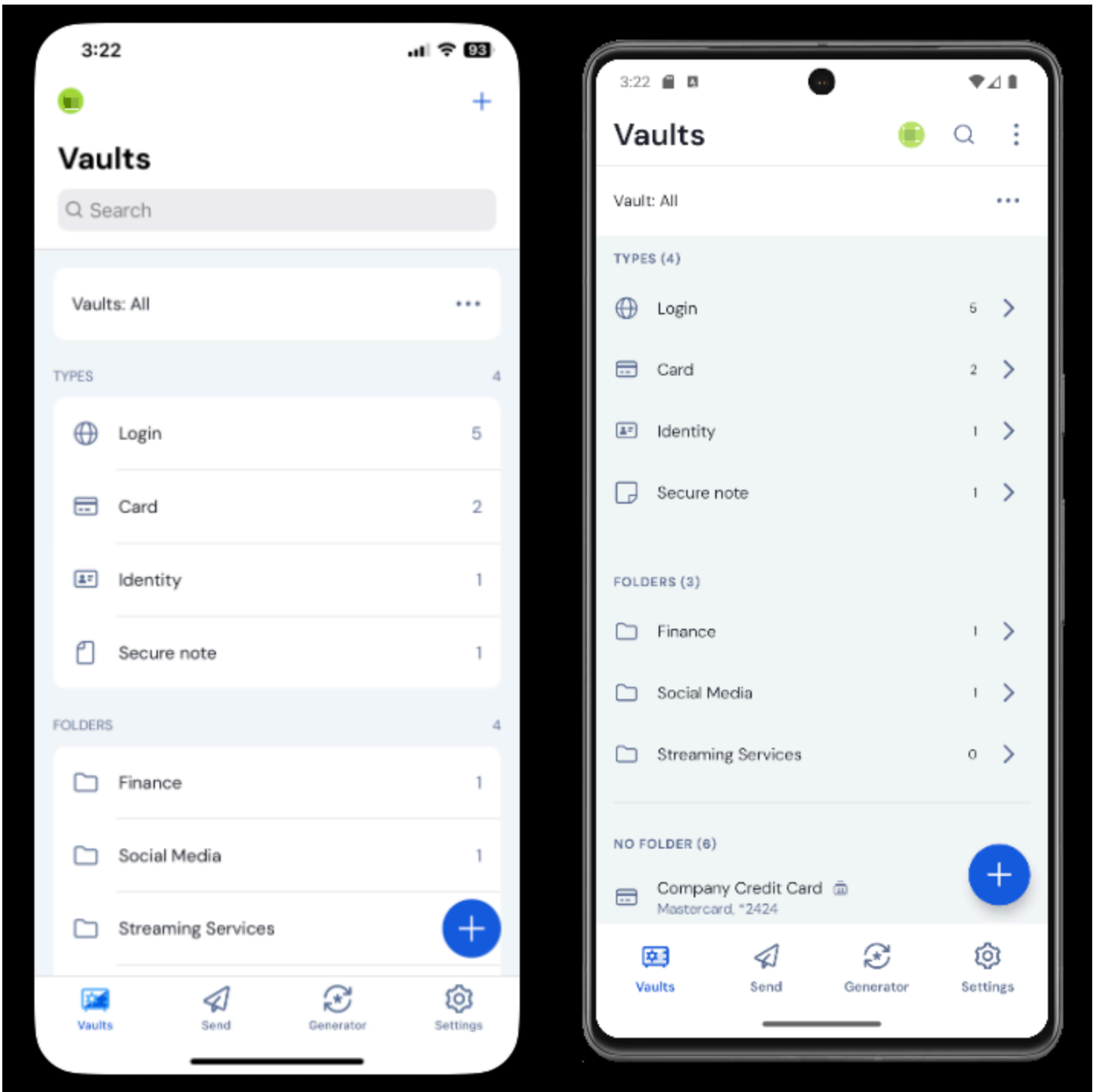


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