

PASSWORD MANAGER > VAULT BASICS

Vault Items

ヘルプセンターで表示: https://bitwarden.com/help/managing-items/

Vault Items

Did you know that Bitwarden can securely store more than just usernames and passwords? There are four types of items you can store in your vault; logins, cards, identities, secure notes, and SSH keys:

⇒Logins

Logins are most often used to store username and password combinations, passkeys, and support TOTP seeds for premium users. Whatever plan you are on, we recommend giving every login a URI for easy autofill:

Password Manager	All vaults		+ New BBB
🗇 Vaults			
🖉 Send	View login	\times	:
් Tools ∖	Item details		aniz :
≅ Reports	Item name		
Settings	Personal Login		:
	E Important Items		
	Login credentials		:
	Username	_	:
	myusername		
	Password	◎ □	:
	Verification code (TOTP) 859 873	@ □	
			aniz :
	Autofill options		
	Website		
	google.com	Ľ U	
	Item history		
	Last edited: Dec 2, 2024, 2:16:36 PM		
🔒 Password Manager	VIERCEN, DOC 2, 2024, ISO, NO FIN		
🖉 Admin Console			
More from Bitwarden	Edit	Ŵ	
🗔 Secrete Manager			

Login item

⇒Cards

Cards can be used to securely store credit or debit card information:

D Password Manager	All vaults	+ New §	
Vaults			
⊲ Send	View card ×		:
🖏 Tools		aniz	:
≑ Reports	Item details		
Settings	Item name Company Credit Card		:
	My Organization Default collection		:
	Visa details		:
	Cardholder name Brett Warden		:
	Number		
	Expiration O4 / 2029	aniz	:
	Security code (CVV)		
	Item history		
	Last edited: Dec 2, 2024, 1:41:05 PM Created: Dec 2, 2024, 1:41:05 PM		
🔒 Password Manager			
Admin Console	Edit		
More from Bitwarden			
	Card item		

⇒ldentities

Identities can be used to store billing, mailing, and most other types of information you might need when filling out online forms:

Password Manager	All vaults		•	New 🗰 🗖
🗇 Vaults			0	
🖉 Send	PILIERS ()	All Name	Owner	:
୍ୟ Tools		Company Credit Card		iz
≑ Reports	View identity		×	
🕸 Settings	Item details			:
	Item name My Mailing Address			:
	Personal details			:
	Name		6	
	Brett w warden			:
	Contact info			
	Address		ar	iz
	New York, New York, -		D	
	Item history			
	Last edited: Dec 2, 2024, 1:35:46 PM Created: Dec 2, 2024, 1:35:46 PM			
	_			
🔒 Password Manager	Edit		ŵ	
🖉 Admin Console				

⇒Secure notes

ldentity item

Secure notes can be used to store encrypted freeform text for anything you want protected:

Password Manager	All vaults			(+ New ::::
🗇 Vaults		— •••	News	0	
🖉 Send	FILIERS		Name	Owner	:
🖏 Tools 🛛 🗸 🗸	Q Search vault	VISA	Company Credit Card Visa, *4242	My Org	aniz :
፰ Reports Vi	iew note			×	
③ Settings					:
Ite	em details				
ľ	tem name Secure Note				:
					:
Ad	dditional options				:
M I	^{Note} orem ipsum dolor sit amet				÷
				11	aniz :
Ite	em history				
L	.ast edited: Dec 2, 2024, 1:35:46 PM Created: Dec 2, 2024, 1:35:46 PM				
	Edit			Ŵ	
🔒 Password Manager					
		Secure n	ote item		

⊘ Tip

You can import items directly into your vault from most password managers or web browsers.

Individual & organizational vaults

Many Bitwarden users will have access to an individual vault and an organization vault. Learn how to use and manage each vault effectively:



https://player.vimeo.com/video/823390347

Filter vault items

You can filter which items to list by a few different characteristics. To filter vault items:

⇒Web app

Either:

- Select a characteristic from the Filter column (in the following screenshot, Login).
- Select one of the colored cards next to an item (in the following screenshot, either Me or My Organization).

D Password Manager	All vaults		+ New 555
🗇 Vaults	FILTERS 📀	All Name	Owner
🕼 Send			
$ m \overset{<}{\sim}$ Tools $~~$ $~~$	🔍 Search login	My New Item myusername	Me
	✓ All vaults	Personal Login	
Settings	 ∠ My vault ∠ My Organiza : ⊥ New organization 	G Personal Login myusername	M 0 :
	 All items Favorites Login Card Identity Secure note 	Shared Login username	My Organiz
		Web app filtering	

⇒Browser extension

Use the Vault, Collection, Folder, or Type selectors at the top of the 🔂 Vault tab. You can turn show and hide the filter dropdown menus with the \equiv button:

arr instagram.com/accounts/login/?next=https%3A%2F	%2Fwww.instagram.com%2Flo は 🖈 🧰 📢 🖸 🛛 🕹 🌘 :
	Vault + New 🛛 🌔
	Q Search
Inst	Image: Vault Vault Image: Collection Vault Image: Folder Vault Image: Collection Vault
Phone number, u Password	Autofill suggestions

ブラウザ拡張機能自動入力

⇒Mobile

Choose a vault by selecting the **Vault** menu button (\cdots) on the **Vaults** tab:



⇒Desktop

Filter vaults on mobile

Select a vault from the left-most column (in the following screenshot, My Vault or My Organization):

• • •	🔍 Search Vault		fill B bitwardenuser@bitwarden $ imes$
 ALL VAULTS My Vault My Organization All Items Favorites Favorites Trash TYPES Login Card Identity Secure Note FOLDERS Streaming Services No Folder 	 Item With Attachment My Credit Card Visa, *4242 My Login username@service.com My Mailing Address My Note 	ITEM INFORMATION Name My Login Username username@service.com Password	
My Vault Send	+		Ū

Desktop Filtering

⇒CLI

Use the **bw** list command with the --organizationid option, which can take either an organization identifier or null, to list items by vault. Learn more.

Manage vault items

You can add, edit, and delete vault items from any Bitwarden app:

⇒Web app

D Password Manager	All vaults			+ New ER
🗇 Vaults	FILTERS		Name	Owner
🖉 Send			Name	Gwiler :
$ ightarrow$ Tools \sim	Q Search vault	VISA	Company Credit Card Visa, *4242	My Organiz
≣ Reports	✓ All vaults		My Mailing Address	
Settings \sim	My Vault	8=	Brett Warden	Me :
	+ New organization		N Attachments	
			My New Item	M 🖓 Clone
	✓ All items			Assign to collections
	다 Favorites	□ G	Personal Login	👔 🔟 Delete
	Card		myusername	
	Identity Identity		Secure Note	Me
	✓ Folders	ന ഒ	Shared Login	Once you open an :
	Important It No folder		username	item, select Edit.
		Manage	an Item	

⇒Browser extensions

D bit ward	Bitwarden	ces 🗸 🔵 🌰 🛑 Bitwarden	Log in
	Vault + New	View login	
The n	Q Search	Item details	
Dass Bitwarden is the k sharing sensitive	Image: Vault Image: Collection Image: Folder Image: Collection	Item name Personal Login Important Items	
Free Enterprise	All items Company Credit Card Visa, *4242	B Login credentials	
	Biett Warden	impusername	
G Leader	My New Item myusername	Password	
Enterprise FALL 2024	G Personal Login myusername	Verification code (TOTP) 687 854	
	Secure Note	Autofill options	
	ارام کی کی کی کی کی کو Vault Generator Send Setti	a p Edit	

Manage an item

⇒Mobile

Tap an item to open it, or tap the + icon to add a new item:



Add or open an item on mobile

When viewing an item, tap the \mathscr{D} icon to edit, or tap the \vdots options menu to edit:

Secure and trusted open source password manager for business



Manage an item on mobile

⇒Desktop

•••	${\mathbb Q}_{\!$		$fill$ bitwardenuser@bitwarden \sim
	Visa, *4242	ITEM INFORMATION	
A My Vault	💮 Item With Attachment	Name	
My Organization	My Credit Card	Twitter Login	
器 All Items	G My Login	Username my_username	D
☆ Favorites	username@service.com	Password	
🔟 Trash			
	☐ My Note		
🗇 Login	Shared_username	Website	
🗖 Card	Organization-owned Login sinared username	twitter.com	
🗉 Identity	Twitter Login	Updated: May 18, 2022, 3:43:56 PM	
🕞 Secure Note	— my_username	/	
\sim folders $+$	Select to open an i	tem	
🗎 Socials			
Streaming Services			
🗎 No Folder			
\sim collections			
Finance			
Productivity Tools	Add an item	Edit	Delete
My Vault Send	+	✓	

Manage an Item

⇒CLI

For more information, refer to the Bitwarden CLI documentation. In addition to adding, editing, and deleting vault items, you can clone items to create duplicates, move items to an organization, and protect items on an individual basis.

Clone

You can clone any item that you have ownership of if you want to create a duplicate of the item. Cloning items owned by an organization can be only done from the web app in the Admin Console or from Vaults view by owners, admins, and users with **Can manage** access to the collection in which the item is kept:

⇒Web app

Select **Clone** from the **: Options** menu.

\Rightarrow Browser extension

In the 🔂 Vault tab, select the : Options menu for the item and choose Clone from the dropdown.

⇒Mobile

Open the item and tap **Clone** in the : **Menu**.

⇒Desktop

Open the item and select the 🗍 Clone Item option.

Assign to collections

If you're a member of an organization, you can assign vault items to your organization's collections, transferring ownership of the vault item to the organization. To share with other organization members, use the : menu:

Password Manager	All vaults			+ New	B FR
□ Vaults ✓ Send	FILTERS ⑦		Name	Owner	
\ll Tools \checkmark	Q Search vault	VISA	Company Credit Card Visa, *4242	Add to loide	lections
⇒ Reports © Settings ∨	→ All vaults All vault My vault My Organiza : + New organization		My Mailing Address Brett Warden	Me Delete	
	✓ All items	0	My New Item myusemame	Мо	:
☆ Favorites ⑤ Login □ Card	G	Personal Login myusername	Мо	:	
	IdentitySecure note		Secure Note	Мо	:
	FoldersImportant ItNo folder		Shared Login username	My Organiz	:
		Assign to a	collections		

Learn more about organizations, collections, and sharing.

Protect individual items

For any item, you can activate the **Master password re-prompt** option from the Add or Edit screen to require verification of your master password to access or autofill sensitive vault items:

	Additional options	
Password Manager Admin Console	// Master password re-prompt + Add field	
More from Bitwarden Secrets Manager Secure your infrastructure	Attachments	



Master password re-prompt will behave slightly differently depending on which app you're using, for example:

- In the web app and browser extension, viewing the item or editing anything about it with this enabled will require you to re-enter your master password.
- On desktop apps, and mobile apps, only viewing hidden fields (e.g. passwords, hidden custom fields, credit card numbers) will require you to re-enter your master password. Editing anything about the item will also require you to re-enter your master password.

Users who do not have master passwords, for example those in organizations using SSO with trusted devices or Key Connector, will have master password re-prompt disabled for them. Additionally, trusted contacts using emergency access will not be required to re-enter a master password in order to view a protected vault item.

🗥 Warning

Master password re-prompt **is not** an encryption mechanism. This feature is an interface-only guardrail that a sophisticated user may find ways to work around. We recommend **never** leaving your vault unlocked when unattended or on a shared workstation.

Vault trash

Deleted items are sent to the trash, where they remain for 30 days after deletion. Once 30 days have elapsed, the item will be permanently deleted and not recoverable.

In the trash, you can **Restore** an item to your vault or **Permanently delete** it prior to the 30-day waiting period using the : menu:

Password M	lanager	All vaults					
🗇 Vaults		FILTERS	0	Warning	2		
🕼 Send			<u> </u>	Items that have been in trash more than 30 days will be automatically deleted.			
🖏 Tools	\sim	Q Search tra	asł		Name	Owner	:
≅ Reports		✓ All vaults					· .
Settings	~	 A My vault B My Organiza ⋮ + New organization 	za : ization	0 9	Trashed Item old_username	Me 🔊 🔊 🔊 Me	
		 ✓ All items ☆ Favorites ☆ Login 				C Restore	tly delete
				Tra	ish		

Next steps

Now that you understand the basics of working with vault items, we recommend:

- Organizing your vault item using favorites and folders
- Adding custom fields, TOTP seeds, and file attachments to vault items