RESOURCE CENTER

Bitwarden quick start for enterprise users

Get started in just a few easy steps

Get the full interactive view at https://bitwarden.com/sv-se/resources/bitwarden-quick-start-forenterprise-users/



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Password management made simple and secure!

The Bitwarden Password Manager allows you to store and share your sensitive data securely - at work, at home, or on the go.

With Bitwarden you can:

- store logins, secure notes, and more
- collaborate and share sensitive data securely
- access your data anywhere on any device

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- Tips and tricks
- Features & benefits



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How to get started

1. Create an Account and join your company's Organization

Use your work email (ex. thomas@company.com) to create an account directly through the Bitwarden self-registration page* or from your Organization's invitation email.

*If your organization is using **single sign-on** (SSO), you can self-register by entering you email address Enter your email address in the Bitwarden Web Vault, click **Continue** and select the **Enterprise Single Sign-On** button. You will then need to Enter your **Organization Identifier** provided by your administrator and select **Log In.** Once you have logged into your identity provider, continue with the steps below.

2. Create your Master Password

On the create your account screen, you will be prompted to set up a **Master Password** which you will use to access your vault. Be sure to store this somewhere securely as Bitwarden can not reset it for you, unless your administrator has enabled the **Master Password Reset** policy. Use the Bitwarden Password Generator to help create a strong password or a memorable passphrase.

3. Import your passwords

Bitwarden allows you to bring your previously saved passwords from a wide variety of other password managers or those saved inside your browser. We have more information on our help site about importing data en.com/help/import-data/as well as FAQ.

4. Use Bitwarden where you want it

Explore all the download options for your favorite browsers, mobile apps, web vault, and even command line for power users in your Organization.

5. Take advantage of your free Families Plan!

Enterprise licenses also come with a free Families plan for all users. This means you and up to 5 other family members can take advantage of Bitwarden to keep your personal data secure! If you're an admin, an <u>email template</u> is available that you can send your users to let them know about this free benefit.

Tips and tricks

Take advantage of keyboard shortcuts

With the browser extension, you can use keyboard shortcuts to make your most common tasks a breeze! Use **Ctrl/CMD + Shift + L** to autofill. Press the shortcut again to cycle through any other matching logins.

Use the built-in Generator

The Bitwarden Username, Passphrase, and Password Generator can generate complex usernames, passphrases, and passwords based on your preferences and save it right to your vault.

Ensure Bitwarden manages your passwords

When using the browser extension, it's best to disable the browser's built-in password manager to ensure that Bitwarden is always your go-to password manager.

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We're here for you! If you have any questions, search the Bitwarden Help site or contact us.			
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Features & Benefits

Login with SSO

Using your work email, select **Enterprise single sign-on*** and enter your organization's identifier. Then input your master password or unlock your vault using <u>biometrics</u>.

Multi-device Support

Secure cloud syncing lets you access your sensitive information from anywhere on any device. Visit the <u>download</u> page for more information.

Password Generator

Weak passwords can be easily guessed by attackers. Change these passwords to strong ones using the built in Password Generator.

Password Collections

Share passwords with your team or department.

Multiple Item Types

Logins, Cards, Identities, Notes, and Secure Send are all available. To learn how to add additional fields to a vault item, check out <u>Custom Fields</u>.

Free Bitwarden Families

Create personal accounts for you and up to 5 others. These accounts are not controlled, managed by, or accessible to your company. They are yours to use privately to increase your personal security and help make your life easier.

URI/URL recognition

Bitwarden offers extensive match detection for credentials, allowing you to easily autofill using the browser extension or mobile app.

Data Breach Report

The Exposed Passwords Report will let you know if any of your passwords were found in a breach so you can change them and avoid any further vulnerabilities.

Inactive 2FA Report

Two Factor Authentication adds a layer of protection to your accounts when available. If two-factor authentication is a feature available for a given URI/URL, The **Inactive 2FA Report** will let you know that this option is available and encourage you to enable it.

Reused Passwords Report

Reusing passwords makes it easier for attackers to break into multiple accounts. The **Reused Passwords Report** will show you any accounts with reused passwords and encourage you to change them.

Extensive Keyboard Shortcuts

Keyboard heroes will love all of the time saving shortcuts.

TOTP Support

The Bitwarden Authenticator allows you to store and generate Multi-Factor TOTP Authentication codes. Using Cmd/Ctrl + Shift + L will automatically copy your TOTP to your clipboard after auto-filling. All you have to do is Cmd/Ctrl + V to paste!

Administrator Password Reset

Your IT team can reset your Master Password at your request.*

*Please verify with your company admin if these features have been enabled for your company's Organization