# Web Confidential

## User's Guide

Version 4.2
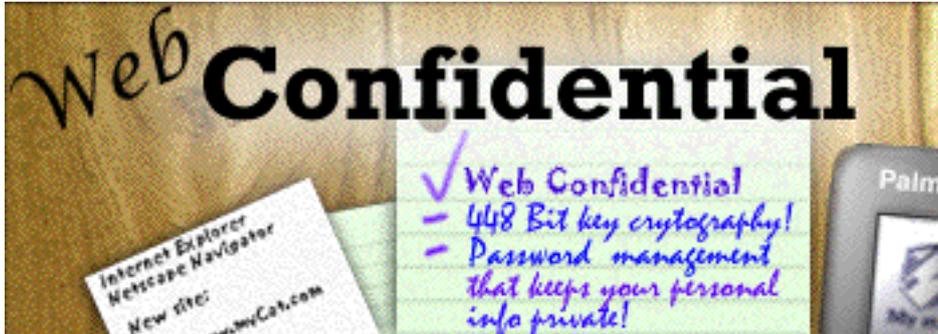


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# Credits

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Manual written by [Colin Brace](#)

Mac OS X Icons by [John Kosinski II Design](#)

Picture by [TriVectus](#)

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# Introduction

*by Alco Blom*

If you are anything like me, you've probably got a growing number user IDs, passwords, software registration numbers, PINs, serial numbers, and the like, stored in various places on your Mac or scribbled on miscellaneous pieces of paper around your home or office. When you stop and think about it, you probably have more of these pesky bits of information scattered about than you realize.

The proliferation of the Internet is exacerbating this situation. Increasing numbers of commercially-oriented sites, such as the NY Times, require some form of registration even simply to view content. Other transaction-oriented sites, such as Amazon.com, or personalized sites, such as My Yahoo, require passwords for personal services. Many sites now use cookies to track users, but if your cookies files get deleted or corrupted, you'll have to re-enter your usernames and passwords.

I decided to write a software program to manage passwords and the like; it is called Web Confidential. It uses an intuitive, easy-to-use cardfile metaphor which will enable even novice users to get up to speed in no time. Power users will find a large number of options to enable them to configure Web Confidential to meet their specific needs. I think you will be especially impressed by the tight integration Web Confidential offers with your favorite Internet applications, such as Safari, Firefox, Chrome, Fetch and Interarchy. I've taken full advantage of the Mac OS X's outstanding facilities, such as Inter Application Communication, to make Web Confidential work seamlessly with these programs.

Last but not least, Web Confidential permits you to encrypt your password files, protecting this sensitive information from prying eyes, using the state-of-the-art "Blowfish" algorithm [1]. The Blowfish algorithm was published in 1994, and has been proven extremely resilient to cracking. No known successful cryptanalysis against Blowfish exists.

Web Confidential supports keys of up to 448 bits in length.

[1] - Applied Cryptography, Bruce Schneier, 1996. John Wiley & Sons, Inc.
(see also http://www.counterpane.com/blowfish.html)

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# Installation

Web Confidential for Mac is a Macintosh program. (Web Confidential is also available for Windows).

It runs on Mac OS X 10.5 and later (including Mavericks). The files of Web Confidential are binary compatible on Mac and Windows and are cross-platform. Please add the .wce extension to encrypted Mac password files when you copy them to Windows.

Web Confidential 4.0 requires Mac OS X 10.5 or higher.

Web Confidential 4.0 is localized in English, Japanese, German, French, Spanish, Italian and Dutch.

The **Startup Items** and **Cabinet** folders are special folders to store your password files in. Please read about them in the Reference section. Your Dropbox folder is also supported.

# Support

Web Confidential Group is a mailing list dedicated to the discussion of Web Confidential. The author of Web Confidential participates on the list and provides support.

To subscribe to Web Confidential Group, go to the Home Page:

www.web-confidential.com

and press on the link : Discussion List.

Before emailing support, please read the FAQ first.

You can contact technical support at:

support@web-confidential.com

# Limitation of Liability

Under no circumstances including negligence, shall Alco Blom be liable for any incidental, special or consequential damages that result from the use or inability to use Web Confidential, even if Alco Blom has been advised of the possibility of such damages.

# The Concept Of Shareware

Web Confidential is distributed under the so-called "shareware" principle. This means that you are expected to pay a modest registration fee of $20 (or €15) if you continue to use the program beyond a trial period of 30 days. Within this trial period, you have full access to all of Web Confidential's features. After thirty days of use, you cannot add new cards but you can continue to view and edit existing cards. Upon payment of the registration fee, you will be issued a registration key which removes these restrictions. Payment of the registration fee entitles you to all subsequent incremental upgrades. In addition, the wishes of registered users will be taken into account in future enhancements of the program.

Although freely distributed via the Internet, Web Confidential is not public domain software; it is commercial software which is professionally developed and supported. It represents many hours of work by its developer, whose primary source of income is derived from the development of shareware software for the Mac. Your registration payment ensures the continued viability of high-quality software developed by independent developers committed to the Mac.

We trust that you will honor the shareware concept and register Web Confidential if you continue to use it. To encourage you to pay the shareware fee, the unregistered version of Web Confidential has the following restriction:

After 30 days of use, you cannot add any new records to your files. However, you can still view and edit your existing data. After you register the program, this restriction is removed.

## Ordering Web Confidential

Web Confidential for Macintosh costs $20 or €15. You can register here:

 Kagi Online Order Page    or    PayPal or    eSellerate Web Store

There is a special bundle price if you also purchase URL Manager Pro. URL Manager Pro is the professional bookmark manager for the Mac.

For more information about URL Manager Pro go to:

 http://www.url-manager.com


## More Software

Also available from the same author for Mac OS X are:

SMS Mac - http://www.smsmac.com

and for iOS (iPhone, iPad and iPod touch):

SMS touch - http://www.smstouch.info
Group SMS - http://www.grouptext.info

# Getting Started

The Getting Started section contains a brief tutorial to help you get up to speed quickly using Web Confidential. In it, you will be introduced to the following topics:

- Storing your passwords in Web Confidential
- Using your passwords while surfing
    - The Dock passwords popup menu
- The Card Info Window
- Working with passwords in WWW Forms
- Launching a password-protected page
- The Web Confidential toolbar

In Web Confidential you view your passwords in a list view. Use the categories popup menu in the toolbar to switch to any of fourteen pre-defined categories. Use the search field of the toolbar to find a password.
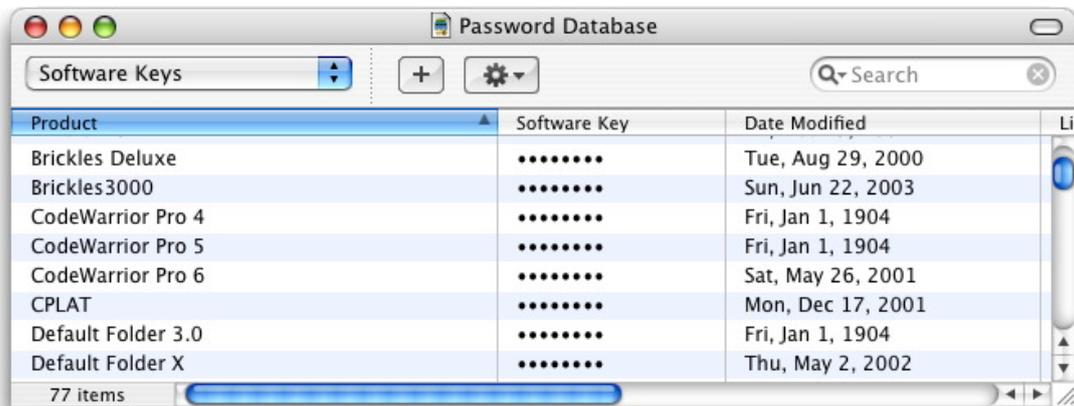


- The main Web Confidential window -

## Storing your passwords in Web Confidential

To add cards in Web Confidential, proceed as follows:

Double click on the Web Confidential application icon to start the program. Use the New command from the File menu to create a new password file. Your new password file will be assigned the name "Untitled1".

Let's start by creating a card for your email account. Typically, you were issued a user ID and password when you opened your account. We will now create a Web Confidential card containing this information.

By default, Web Confidential displays a card structured for a web page. This means that each of the four fields is labeled appropriately for a Web page.

To select a different category, click the card category popup menu - it currently displays "WWW Forms".

Select "Email Accounts". An Email Account card is the appropriate card type for storing the details of your POP or IMAP email account.

Use the Add Card command from the Card menu to create a card. You will be presented with an empty card.
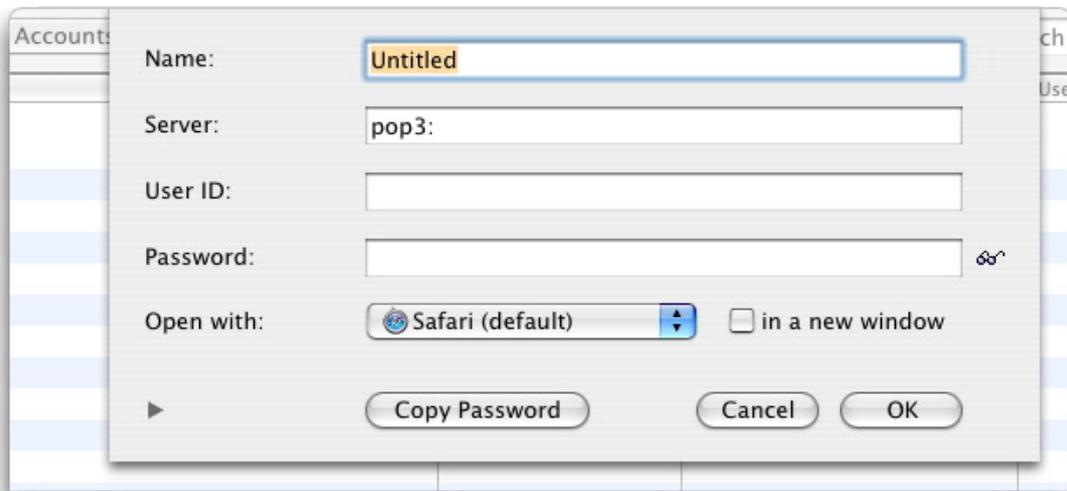
- The Add Card Window -

In the field Name, enter your name.

In the field Server, enter the name of POP or IMAP server, for example: mail.mac.com.

In the field User ID, enter your user ID. Do not confuse this with your real name; you user name will be one word with no spaces. It is usually a combination of letters from your first and last name. For example, it could be: gregb.

In the field Password, enter your password. Please enter exactly as it was issued.

Notice that your password is not displayed as you type, but rather bullets are substituted for each letter. This is for reasons of confidentiality, namely to prevent an onlooker from being able to see your password.

To ensure, however, that you have indeed entered your password correctly, you can view it by moving your mouse pointer over the Eyeglasses icon next to the password field. This will display your password in a Help Tag.

Click the disclosure triangle to add a note. Add here the email address which is associated with this account, for example: gregb@mac.com.

Use the OK button to add the card to your password file.

You have now created your first Web Confidential card. Before you go any further, take a moment to save this password file to disk. However, we still need to specify the passphrase we are going to use to encrypt this file. Choose the command Enter Passphrase from the File menu. In the resulting sheet, also click the Help button to get some more info about how to optimally choose your passphrase. Enter you passphrase and repeat it in the Verify field of the passphrase sheet. Click OK to dismiss the sheet. Your passphrase for this password file is now set.

Choose the Save command from the File menu. The Save File dialog will prompt you for a file name for your password file. The Web Confidential default is "Untitled1"; presumably you will want to change this to something more meaningful to you, for example: 'My Passwords'. Once you have given your Web Confidential password file a distinctive file name, simply periodically using the Save menu command of the File menu will save changes to your password file as you work. (A preferences to automatically save is also available.)

Regarding the location of your password file on your hard disk: I advise you to store it in the **Documents** directory of your Home directory. More precisely, I suggest that you create a folder named **Passwords** in your **Documents** directory and a folder named **Startup Items** in your **Passwords** directory. Put your password file in this **Startup Items** directory.

~/Documents/Passwords/Startup Items/My Passwords

When Web Confidential is launched the next time, it will open your password file automatically and ask you for your encryption passphrase.

## Using your passwords while surfing

While surfing and browsing web pages, you can have access to your passwords stored in Web Confidential through two different ways. One is via the Web Confidential icon in the Mac OS X Dock. The other one is via the menu bar of your browser. We will first look at the Web Confidential icon in the Mac OS X Dock.

### The Dock passwords popup menu

While surfing, Control-Click on the Web Confidential icon in the Mac OS X Dock to get the Dock passwords popup menu. The Dock passwords popup menu shows all the password categories and each category shows all passwords in that category in a submenu. It is shown below.
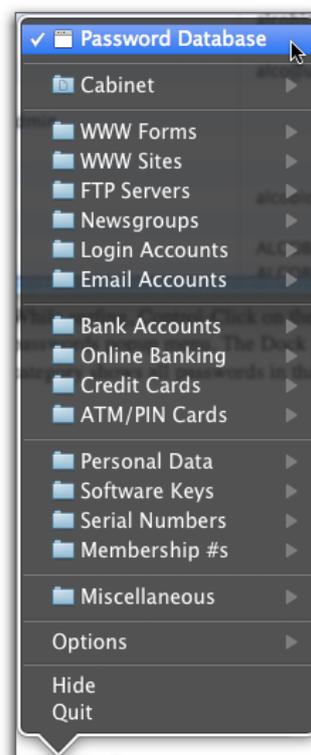


- the Dock popup menu of Web Confidential giving access to your passwords -

Choosing a menu item of one of the submenus of the Dock popup menu will show the **Card Info Window** (see next chapter).

## The Card Info Window

Choosing a menu item from the Dock popup menu will show the **Card Info Window**.

The **Card Info Window**, which gives you an overview of the password data that is stored in the card, is shown below.



- the Card Info Window showing all items of your password data -

The commands available are:

- Moving your mouse pointer over the lower Clipboard icon shows the password in a Help Tag
- Clicking the top Internet Location icon loads the URL from the card
- Clicking the top Clipboard icon copies the user ID to the Clipboard
- Clicking the bottom Clipboard icon copies the password to the Clipboard
- Clicking the Password button fills in the password field of the browser window
- Clicking the ID & Password button tries to fill in the user ID and password field of the browser window
- Clicking the Submit button tries to fill in the user ID and password field of the browser window and submit the WWW Form
- Clicking the Close button dismisses the Card Info Window
- Clicking the Help button gives help text

Each card of the WWW Forms category will also already send the URL of the card to the web browser, while the Card Info Window is being opened. This useful, because the browser will load the web page containing the WWW Form and when it has finished loading, you can use the buttons of the Card Info Window to enter your password information.

If you hold down the **Option** key or the **Command** key while making a menu item selection, the card will not be loaded automatically and leaves it up to you to click the Internet Location icon.

## Working with passwords in WWW Forms

Some sites, such as Amazon.com, or personalized sites, such as My Yahoo, require passwords for personal services. You can store these passwords in the category WWW Forms. Put all your data that concerns WWW Forms in the WWW Forms category.

Choosing an item from the WWW Forms sub menu displays the **Card Info Window** for that item (see below).



- the Card Info Window showing all items of your password data -

Whenever you need to supply a password on a Web Page in a so-called WWW Form you can try to use the **Password** button in the Card Info Window to enter the password automatically.

Below is a part of the form on the Amazon.com Account Access Web Page. Just pressing the **Password** button in the **Card Info Window** automatically sets this password field. It is not even necessary to use Paste!



- The login page of Amazon.com -

Many sites, like in the example above, actually require two pieces of information. A user ID and a password. You can use the **ID & Password** button to enter these two fields automatically. After pressing the **ID & Password** button, the Card Info Window is dismissed.

You can even try to also automatically submit the form. Pressing the **Submit** button will first enter the user ID and password field and then submit the form.

Below an example where you can press the **Submit** button of the **Card Info Window** and you will successfully log into Yahoo!



- a WWW Form on the Yahoo.com web site -

## Launching a password-protected page

See how Web Confidential can automate logging into a password-protected Web Page by trying this:

Add a new card to your password file in the "WWW Sites" category. Here is an URL for a page that is password-protected:

[http://www.web-confidential.com/bond/](http://www.web-confidential.com/bond/)

Now enter in the User ID field:

```
james
```

and in the Password field:

```
bond007
```

Don't forget to enter a name in the first field; let's call it:

```
Top Secret Page
```

You can now launch this page directly by clicking the Go button in the Toolbar. Web Confidential automates the authorization process for you, making viewing password-protected pages as easy as unprotected ones.

Note: this type of web page access is called **HTTP Authentication**.

## The Web Confidential toolbar



- the configurable toolbar of Web Confidential –

Now let's turn to the toolbar of Web Confidential. The most important functions for manipulating cards have been assigned buttons on the toolbar. You can modify the toolbar with the menu command Customize Toolbar from the Window menu.

The **Go** opens a password card, using directly the URL specified in the second field. It does this by starting the appropriate application and supplying it with this URL.

For example, create a WWW Forms card using an URL from your bookmark file or any other source. First select WWW Forms from the Category popup menu. Then click **Add**. Now fill in the fields as you see fit. When you are done, click OK.

Now, click on the **Go** button. If your Web Browser is not currently open, it will be opened with the URL in field two as the URL destination. If your web browser is already open, this URL will be passed to it. In either case, your web browser will then try to load this page.

The second button from the left, the **Copy** button, allows you to copy a password to the Clipboard and paste it into another application. This saves you having to enter your password manually.

The **Action** button allows you to perform an action on the currently selected card. Clicking on the Action button, shows a popup menu with several commands. You get the same menu when you Control-Click on a card in the list view.

The **Search** toolbar item enables you to search cards. You can click on the magnify icon of the search toolbar item to get access to your Recent Searches.

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This concludes the Getting Started with Web Confidential section. By now, you have been acquainted with the main features of Web Confidential. You can explore the program further on your own or use the Reference section to learn about additional specific features.

# Categories

There are fourteen categories in Web Confidential:

- WWW Forms,
- WWW Sites,
- FTP Servers,
- Newsgroups,
- Login Accounts,
- Email Accounts,
- Online Banking,
- Bank Accounts,
- Credit Cards,
- ATM/PIN Cards,
- Personal Data,
- Software Keys,
- Serial Numbers,
- Membership Numbers
- Miscellaneous.

With regard to the WWW, you can use the categories "WWW Forms" and "WWW Sites".

There are two types of Password Protected Web Sites. One type uses HTTP Authentication to gain access to a web site. You will know if the site is using HTTP Authentication because when you try to bring up the site, a dialog box will appear asking you for specific password information. Please store this information in the "WWW Sites" category. The other type of Password Protected Site asks for a password via a web form. Therefore, you would actually enter your information into a web page rather than a dialog box. Store these passwords in the category "WWW Forms".

In "FTP Servers" you store your user ID and password to get access to password- protected FTP Servers.

In "Newsgroups" you store your user ID and password to get access to password- protected newsgroups.

In "Login Accounts" you store information you need to access the various UNIX and PPP accounts at ISP (Internet Service Providers) you have.

In "Email Accounts" you store the passwords you need to retrieve mail from your various mailboxes.

In "Online Banking" you store the web pages and access information of your several banks.

In "Bank Accounts" you store the bank numbers you have.

In "Credit Cards" you store the numbers and expiration dates of your credit cards.

In "ATM/PIN Cards" you store the numbers of your ATM/PIN cards.

In "Personal Data" you store data like your drivers license, your insurance policy, your social security number.

In "Software Keys" you store all the registration numbers or software keys that you have received after registering software programs.

In "Serial Numbers" you store the serial numbers of various equipment that you have in the house. The serial numbers of your DVD player, TV, MacBook Air and MacBook Pro. You might need them if they ever get stolen.

In "Membership Numbers" you can store various identification numbers that you receive after you join an organization or group.

# Web Confidential Command Reference

## Windows

### Main Window

Web Confidential's document window shows your passwords in a list view.

The list view of Web Confidential comprises the following elements (from top to bottom): a toolbar, which contains the category popup menu and the search toolbox, the column headers and the list of password items. In the lower left of the window is shown the number of items in the currently selected category. When you start typing and use the Type Ahead feature, this place shows the letters you have typed in.

Moving your mouse while over the password field in the list, you can have a peek at your password in a help tag. In a similar way, moving your mouse while over the name field, will show the URL of the password item in a help tag. Moving your mouse while over the note field, will display the complete note in a help tag.

You can click on a column header to sort the list. You can also rearrange the order of the columns by dragging them to their new position. Please also note the Date Modified column at the right.

You can use the Type Ahead feature to select a password item in the list by typing the first few letters of the name of the item.

You can Control-Click on a password item in the list to get its Contextual Menu. The Contextual Menu enables you to copy data from the several fields of a card to the Clipboard.
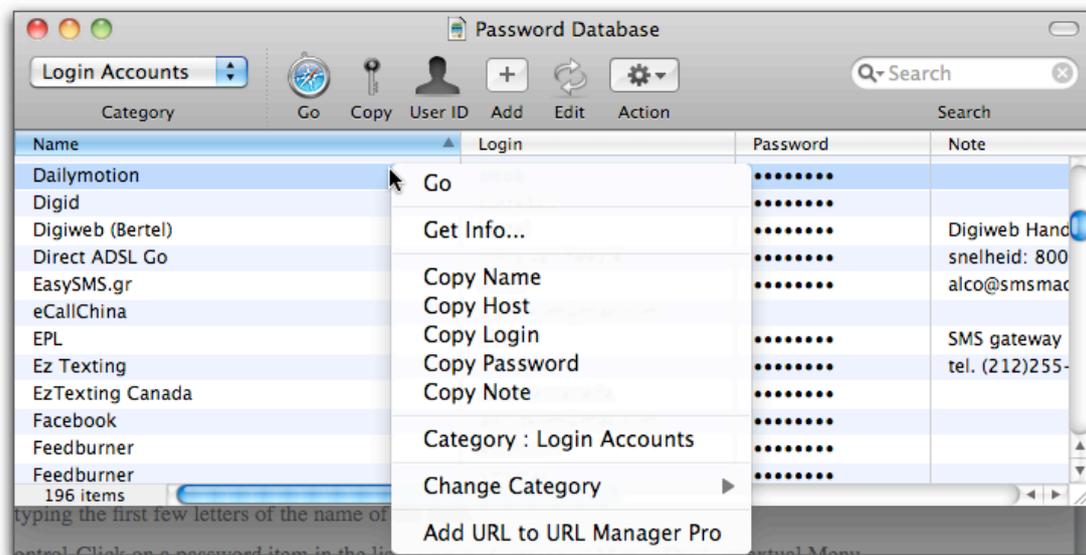


*- the main Web Confidential window -*

## Add Card Sheet

The Add Card sheet enables you to add a card. A card's data contains the password and several data associated with it, such as the name and URL of a web page. You can also add a note.
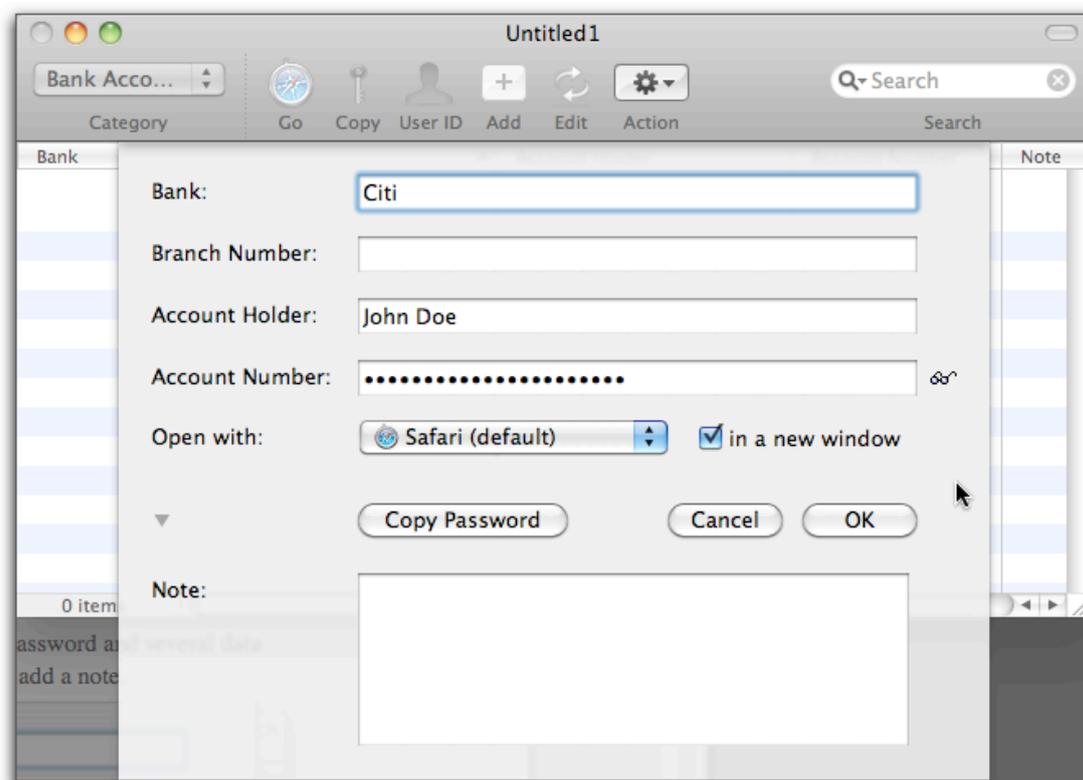


*- the Add Card Sheet -*

## Card Fields

Each card in Web Confidential has four standard fields. They are labeled in various ways, depending on the type of card you have selected using the card category popup menu. In addition to the four standard fields, there is an optional note field for adding miscellaneous information about each card. By default, this is not displayed; to view or edit the contents of a note field, activate the Show Note disclosure triangle in the lower left hand corner of the add card sheet.

To the right of the fourth field is the Eyeglasses icon. This displays the contents of the password field in a help tag (see below).
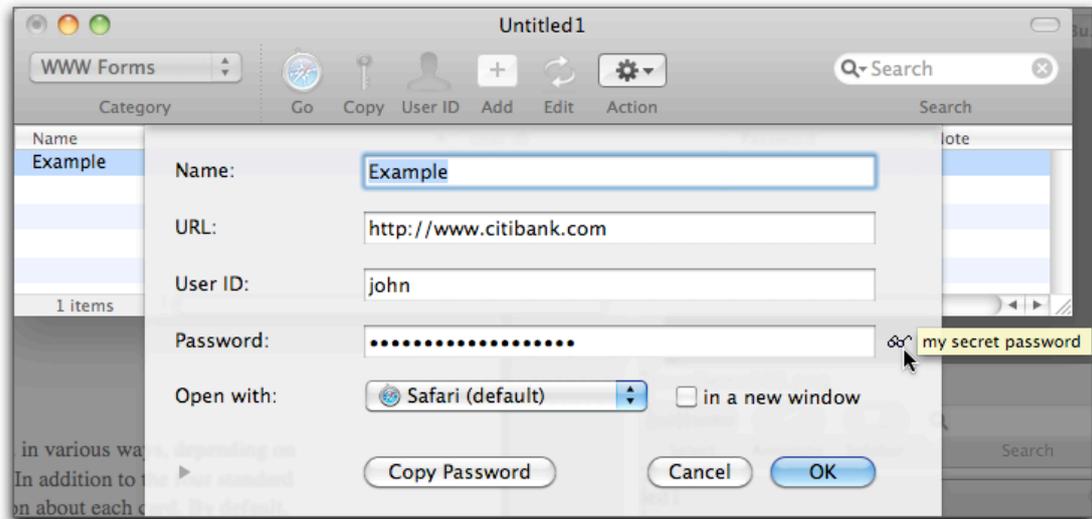
*- the Add Card Sheet and a help tag showing a password -*

## Card Attributes

**Card Attributes** are set via the checkbox and the preferred browser popup menu in the add card sheet.

These are the two **Card Attributes** that you can set:

**Open with:**
If you want to open a card in a specific browser, you can set the preferred browser for a card here via the preferred browser popup menu. Default: your standard browser.

**In a new window**
If the "In a new window" attribute is set, this card will be opened in a new window in your browser rather than an existing window. Default: off.

# Card Info Window

When you select a card and then press Go or when you choose a menu item from the Dock popup menu, you will be switched to your browser and the Card Info Window will be shown (see below). It is floating window and sits above all other windows of the host application, normally a web browser.



*- the Card Info Window -*

The commands available are:

- Moving your mouse pointer over the lower Clipboard icon shows the password in a Help Tag

- Clicking the top Internet Location icon loads the URL from the card

- Clicking the top Clipboard icon copies the user ID to the Clipboard

- Clicking the bottom Clipboard icon copies the password to the Clipboard

- Clicking the Password button fills in the password field of the browser window

- Clicking the ID & Password button tries to fill in the user ID and password field of the browser window

- Clicking the Submit button tries to fill in the user ID and password field of the browser window and submit the WWW Form

- Clicking the Close button dismisses the Card Info Window

- Clicking the Help button gives help text

# Toolbar

The toolbar comprises the following buttons (besides the Category popup menu), which offer quick access to the main features of the program:
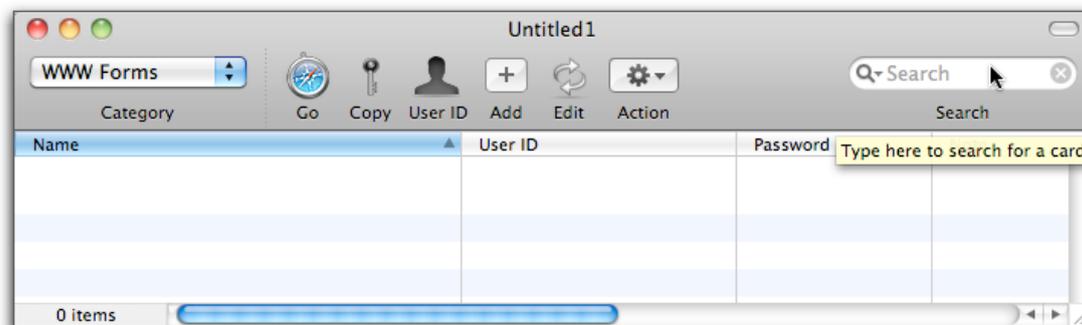


*- the Web Confidential toolbar -*

Please note that the toolbar can be customized using the 'Customize Toolbar' command from the Window menu.

**Go**
The Go button launches the URL of the selected password item. It does this by starting the appropriate application and supplying it with this URL. If the application is already open, this URL will be passed to it and the browser will try to load this page in its currently active window.

**Copy**
The Copy button allows you to copy a password to the Clipboard and paste it into another application. This saves you having to enter your password manually.

**User ID**
The User ID button copies the user ID to the Clipboard.

**Add**
The Add button allows you to add a new, blank card to your current password file. It adds a new card of the type currently selected in the card category popup menu. To add a card of a different type than currently displayed, first select a different type using this menu, then press Add.

**Edit**
The Edit button allows you to edit the current card.

**Delete**
The Delete button allows you to delete the current card.

**Action**
The action popup menu enables you to perform an action on a card, like, for example, copying the data from one of its fields to the clipboard.

**Search**
One of the most important items in the toolbar, it enables you to search for a password.

**Save**
The Save button saves your data to disk. Depending on the setting "Encrypt on Save" (that you can set via the command Set Passphrase from the File menu), the file is saved normally or encrypted.

# Web Confidential Menu bar

## File menu

The File menu has the following commands:

**New**
The New command creates a new empty password file. When you save it for the first time, you will be prompted for a distinctive file name.

**Open**
The Open command provides you with a file selection dialog with which you can open an existing password file.

**Quick Open**
The Quick Open command lists the files found in two folders: "Startup Items" and "Cabinet". Quick Open is a convenient way to open files without going through the file selection dialog. You can find more information about the "Startup Items" and "Cabinet" folders in the section "Special Folders" below.

**Close**
The Close command closes the currently active password file. If you have modified it, you will be prompted to save changes before closing it.

**Save**
The Save command writes the currently active password file to disk.

**Save As**
The Save As command enables you save the currently active password file under a different name.

**Revert**
The Revert command enables you retrieve the previously saved version of the currently active password file as stored on disk. Use this command to undo changes you have made to the currently active password file.

**Enter Passphrase**
Use this command to enter your passphrase. This passphrase will be used to encrypt your file. It is the encryption key. Please also read the "Encrypting Password Files" section below before using this feature.

**Export to Text**
The Export to Text command exports all data from all cards to Tab Delimited text format. You might want to use this command when you want to use this data for a database.

**Import from Text**
The Import from Text command reads in data from a Tab Delimited Text file.

**Print**
The Print command allows you to print the currently active password file. Some options in Preferences determine what is actually printed.

# Edit menu

The Edit menu has the following commands:

**Undo – Cmd-Z**
Not yet implemented.

**Cut – Cmd-X**
Move the currently selected card to the Clipboard.

**Copy – Cmd-C**
Copy the currently selected password and selected card to the Clipboard.

**Paste – Cmd-V**
Paste the contents of the Clipboard (this could be card).

**Delete**
Delete the currently selected card.

**Select All – Cmd-A**
Select all text.

**Copy User ID- Cmd-U**
Copy the currently selected User ID from the selected card to the Clipboard.

**Generate Password – Cmd-Shift-M**
The Generate Password command lets you generate a random password.
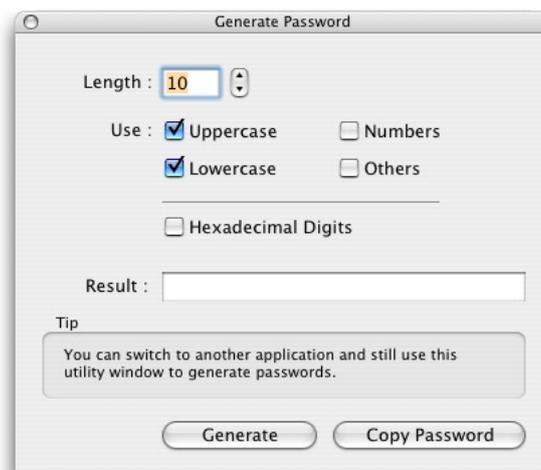


*- the Generate Password Window -*

- Press the Generate button to generate a new password.
- Press the Clipboard button to copy the generated password to the Clipboard.

**Note**: you can use the option 'Hexadecimal Digits' to generate WEP keys. For a 40 bits key use 10 characters, for a 104 bits key use 26 characters.

## Card menu

The Card menu has the following commands:

**Go – Cmd - L**
The Go command launches the URL of the currently selected card. It switches to your browser and shows the password utility window, giving you access to all information of the card, like user ID and password.

**Add Card - Cmd - N**
The Add Card command allows you add a new card to the currently active password file.

**Edit Card - Cmd - E**
The Edit Card command edits the currently selected card.

**Duplicate Card - Cmd - D**
The Duplicate Card command duplicates the currently selected card.

**Change Category**
The Change Category command moves the current card to another category. Select the destination category from the submenu.

## Internet menu

The Internet menu has the following commands:

**WWW - Cmd-Shift-B**
The WWW command launches your Web Browser or switches to it if it is already running.

**FTP - Cmd-Shift-F**
The FTP command launches your FTP program or switches to it if it is already running.

**Email - Cmd-Shift-Y**
The Email command launches your Email program or switches to it if it is already running.

**Login - Cmd-Shift-L**
The Login command launches your Telnet program or switches to it if it is already running.

**News - Cmd-Shift-N**
The News command launches your News reader or switches to it if it is already running.

# Preferences

## At Startup

**Open 'Startup Items'**
If the preference is checked, Web Confidential automatically loads the password files found in the folder with this path:

`~/Documents/Passwords/Startup Items/`

The tilde character is the Unix shorthand for your home directory.

If the a password file in the Startup Items folder is encrypted, you will be prompted for the key before it is opened. Default: on

**Show Password Field as Text**
For reasons of security and confidentiality, Web Confidential substitutes the contents of Password Fields as bullets. This option can switch this feature off. Default: off

**Allow Version Checking**
When enabled, on startup Web Confidential will check the Web Confidential web site for a new version of Web Confidential.

**Helper Applications**
If the Launch Web Browser option is checked, your Web Browser will be launched at startup. Default: off

If the Launch FTP Client option is checked, your FTP program will be launched at startup. Default: off

If the Launch Email Application option is checked, your Email program will be launched at startup. Default: off

If the Launch Telnet Application option is checked, your Telnet program will be launched at startup. Default: off

If the Launch News reader option is checked, your News reader will be launched at startup. Default: off

## General tab

## Look & Feel

**Confirm When Deleting Cards**
With this option enabled, you will be warned when you delete a card. Default: on

**Automatically Sort Categories**
With this option enabled, the categories will remain sorted on name. Default: off

**Keep Notes Visible**
By default, the note associated with a card is collapsed and can only be seen by expanding the disclosure triangle. To always show the note data, enable this option.

**Don't Show Eyeglasses Icon**
Web Confidential displays the passwords in a help tag when you pass the mouse over the eyeglasses icon. For reasons of security or confidentiality this can be disabled. Default: off

**Open new browser window always**
This will always open a new browser window when you open a card. Default: off

**Remember Desktop**
To have Web Confidential remember the position of its main window, select this option. Default: off

### Saving Documents

**Auto Save on Close**
With this option enabled, your documents will be automatically saved when you close them. Default: off

**Auto Save every 'x' minutes**
With this option enabled, your documents are automatically saved every 'x' minutes. Default: off

## Encryption tab

**Use the "Blowfish" Algorithm**
Web Confidential allows you to encrypt your password files with the Blowfish algorithm. To learn more about the "Blowfish" algorithm, press the Blowfish Home Page button.

## Internet tab

**Browser**
With the Browser popup menu, you can configure Web Confidential to recognize the Web Browser you use. Default: Safari. This allows you to have more than one Web Browser installed on your hard disk and have Web Confidential recognize the correct one.

## Security tab

**Security**
Automatically locks documents after 'x' minutes of user inactivity. Default: off

**Backup**
If the Automatic Backup option is turned on, Web Confidential will create a copy your previous password file when you choose the "Save" command. It will be called "<filename>.bkup" Default: off

## Printing tab

**Print ATM/PIN Codes**
If the Print ATM/PIN Codes option is turned on, the ATM/PIN Codes field of the corresponding cards will be included when you issue a print command. Default: off

**Print Notes**
If the Print Notes option is turned on, all Notes fields will be included when you issue a print command. Default: off . Note: the printer font is Monaco.

# Encrypting Password Files

Web Confidential allows you to protect your password file with a so-called key or passphrase. A key is similar to a password. Once you have protected a password file with a key or passphrase, Web Confidential will prompt you for the key or passphrase each time you open this file. In addition, Web Confidential uses this key or passphrase to encrypt the password file. This provides provides excellent security for your password file.

Encryption is a complex subject and discussion of it is beyond the scope of this document. Suffice to say that if you protect your Web Confidential password file with a key ten characters in length, it is extremely unlikely that anyone would be able to crack the code. Always create a key with mixed upper- and lowercase letters and numbers; such a key is more difficult to crack. Your key can even be a multi-word phrase (spaces are permitted). The key can be 56 characters (=448 bits) in length.

To ensure that you type your key or passphrase correctly, Web Confidential prompts you to enter it twice.

Unprotected password files and encrypted password files have slightly different icons; an encrypted password file is recognizable by an unbroken key depicted on the icon. This is to help you verify that a password file has indeed been encrypted.

## When to encrypt

Encryption is optional; Web Confidential does not require you to encrypt a password file. However, we think it is wise to **always** encrypt your password file.

**Warning**
**If you lose or forget the key you used to encrypt your Web Confidential password file, there is no way you will be able to access the data in this file. Do not even contemplate contacting us for help. We have not designed any kind of back-door mechanism in Web Confidential to enable us to open an encrypted password file without the key. If you have lost your key, your data is gone for good; your only recourse will be to re-enter all your data in Web Confidential manually. Our advice: if you encrypt your password file, use a key that you are certain you will never forget or keep a copy of your key in a safe place.**

# Special Folders

## The 'Startup Items' folder

Web Confidential automatically loads the password files found in a folder with this path:

`~/Documents/Passwords/Startup Items/`

If a password file in the Startup Items folder is encrypted, you will be prompted for the key before it is opened.

You can turn off the Startup Items feature by turning off the "Startup Items" option on the At Startup page of the Preferences Window.

## The 'Cabinet' folder

Files in the Cabinet folder are, together with the files in the Startup Items folder, listed in the Quick Open submenu of the File menu and the Cabinet submenu of the Diamond Shared Menu.

The files in the Cabinet are also shown in the submenu Cabinet of the Mac OS X Dock popup menu.

The path of the Cabinet folder should be:

`~/Documents/Passwords/Cabinet/`

Also supported on Mac OS X is the Shared folder.

`/Users/Shared/Documents/Passwords/Cabinet/`

## Dropbox

The **Startup Items** folder and **Cabinet** folder can also be stored in your **Dropbox** folder and Web Confidential will find them. See the screen shot below.
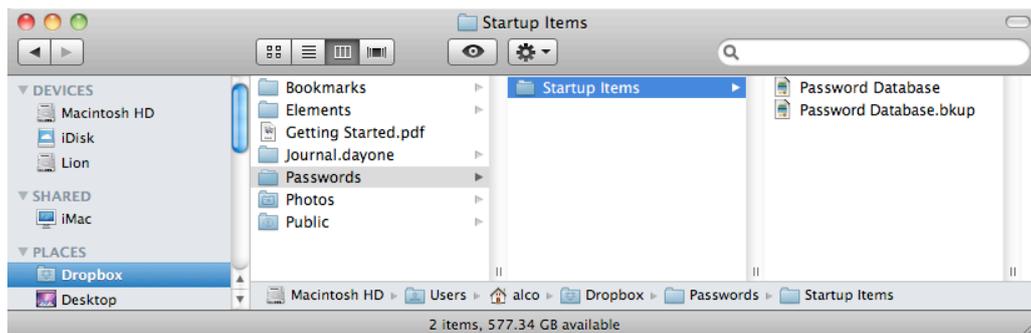
# Using the Mac OS X Dock

You have access to all your password cards via the Mac OS X Dock. Furthermore, you can use the **Cabinet** submenu to open your favorite password files quickly.

Click on the Web Confidential icon in the Dock and hold down the mouse button. You can also Control-Click on the Web Confidential icon in the Dock. That is actually a little faster. A popup menu will show you all the categories in your password file. Move over a category to see the contents of the category. Choose a card from the submenu to load the that card in your web browser.

**Note**: Web Confidential does not have to be the current active application. You can have Safari, Explorer or OmniWeb in front and then click on the Web Confidential icon to get access to your cards.

Below an example screen shot of the Dock menu of Web Confidential.
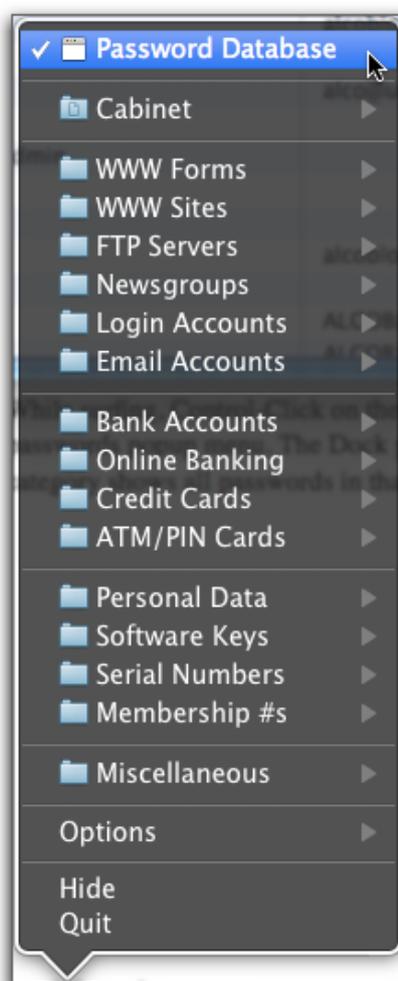


*- the Dock menu of Web Confidential -*

# Search

To search for a password, you can use the Tab key to switch focus to the search toolbar item. When the search toolbar item has focus, typing the Tab key switches focus back to the List View.

While the List View has focus, you can use the Type Ahead feature to select cards. Use Enter to launch a selected card in the List View.

# Keyboard Shortcuts

Cmd-A - Select All

Cmd-C - Copy

Cmd-V - Paste

Cmd-D - Duplicate Card

Cmd-E - Edit Card

Cmd-F - Switch focus to the toolbar search field

Cmd-I – Get Info

Cmd-K - Set Passphrase

Cmd-L - Launch Card

Cmd-N - Create a new card

Cmd-O - Open password file

Cmd-P - Print currently active password file

Cmd-Q - Quit Web Confidential

Cmd-U – Copy User ID

Cmd-W - Close currently active password file

Cmd-Z - Undo (not yet implemented)

Cmd-, - Show Preferences

Cmd-Shift-M - Generate Password

Cmd-Shift-B - Launch Web Browser

Cmd-Shift-F - Launch FTP program

Cmd-Shift-Y - Launch Email program

Cmd-Shift-L - Launch Telnet program

Cmd-Shift-N - Launch Newsreader

**Modifier Keys**

Double click on a password item in the list view will edit a card.

Option-double click on a password item in the list view will launch a card.

Control-Click on a password item in the list view shows the contextual menu or action menu.

Holding down the Command Key or Option Key while selecting a card from the Dock's popup menu will postpone the loading of the URL until you press the Internet Location Icon of the card in the Password Utility Window.