

BitWarden Password Manager

Quick Start

Basic Functions, Options, and Settings

- **Pin** Bitwarden extension in Chrome
 - Click the **Extension** icon > Click the Bitwarden Pin (turn it blue)
- **Turn off** LastPass Chrome
 - Click the **Extension** icon > Choose Manage Extensions > Turn off LastPass
- In Chrome, **turn off the Auto Sign-in**
 - Click the kebab menu (three-dot menu) > Choose Settings > Click Autofill > Password Manager > Turn off Auto Sign-in.

Sign-up for a new account in [Browser Extension](#)

- **Create a folder**

Folders are a great way to make sure you can always find vault items when you need to use them. To create a folder:

 - Select the **Settings** tab and choose **Folders** from the settings list.
 - Select the **Add** icon.
 - Give your folder a name (for example, Social Media) and select **Save**.
- **Add a login**
 - To create a new login item:
 - Navigate to the **Signup Page** for the new service.
 - Next, open the **Bitwarden** browser extension.
 - Next, navigate to the **My Vault** tab and select the **Add** icon.
 - Finally, choose which type of item to create (in this case, select **Login**).
 - Enter the essential information for this Login. For now, give the item:
 - Replace the prefilled **Name** with something you'll quickly recognize (for example, (Twitter account)).
 - Your **Username** (this is often your email address).
 - In the Password box, select **Generate**.
 - The **URI 1** field will automatically have the correct (for example, https://twitter.com/login).
 - Select a folder from the **Folder** dropdown. Note: You can only choose previously created folders,
 - Nice work! Select **Save** to continue.

- **Test the Login**

- After creating a new login, I suggest you test it.
 - Open the **Bitwarden** browser extension.
 - In the **Search, Vault** box, type a few letters (“walm” to find Walmart) for the site you want to log into.
 - If more than one item shows, choose the desired one and Click the **Launch** icon (first icon on the left)
 - The login page should open if it does not open the login page navigate to it manually.
Tip: To prevent having to manually navigate to the login page whenever you want to open the site.
I recommend editing the saved web page (**URI**) to open the correct page showing login boxes. Here are the steps for changing the URI.
 - Navigate to the page showing the login boxes.
 - Check the address bar it will have something like (thesite.com/login...) it may be quite long.
 - Click the **address bar** text (it will turn blue) indicating it is selected **copy it** (Ctrl+C on Mac CMD+C).
 - Open the **Bitwarden** browser extension the site should be listed click the **View** icon (left-most icon)
 - Choose **Edit** at the top right. **Replace** the address in the **URI 1** box with what you **just copied** from the address bar.
 - Select **Save** to continue. Test again!

- [How to Create a New Web Login with Bitwarden](#) by Password Bits YouTube

Website Login

- Open the **Bitwarden** browser extension.
- In the **Search, Vault** box, type a few letters (walm to find Walmart) for the site you want to log into.
- If more than one item shows, choose the desired one and Click the **Launch** icon (first icon on the left)
- The login page should open if you do not navigate to it.
Note: If the site requires manually navigating to the login page, see **Test the Login** above
- When the login page is displayed, again open the **Bitwarden** browser extension.
- This time click the **site name** to autofill replete if the password is on a **separate** page.
 - **Tip:** Auto-fill login with shortcuts (Ctrl + Shift + L **on Mac** CMD + Shift + L).
- [How to Log into accounts with Bitwarden Password Manager](#) by Password Bits

Option Settings (my suggestions)

- Open the **Bitwarden** browser extension
- Select settings on the bottom row of icons.
 - Security
 - Vault timeout 30 min or **1 hour**.
 - Vault timeout action **Lock**
 - Unlock with PIN click.
Note: If you quit your browser, you will be logged out of both your web vault and browser extension.
Tip – If you are using a browser extension, you can bypass this by:
 - **Uncheck** Lock lock with the master password on browser restart.
 - Enter a **PIN** your PIN can be any combination of characters (a-z, 0-9, \$, #, etc.).
 - I highly recommend you implement a Two-step login.
 - Other
 - Click **Options** to open the list.
 - Clear the Clipboard > 2 or 5 minutes.
 - Show card on Tab page > off
 - Show identities on Tab page > on
 - Autofill (you decide) I chose > on