

Paper Password Manager - Reference Sheet

Adding accounts to the Paper Password Manager (PPM):

1. Create and memorize the key that will secure your PPM. The key should:
 - a. Be at least 8-12 characters long
 - b. Contain at least one upper case letter, one lower case letter, and one numeral
 - c. Not be written in the PPM
2. Write your account details in the PPM. Remember to include:
 - a. Website name or URL
 - b. Email address used with the account
 - c. Username, if it is different than your email address
3. Create and record a "unique bit" for each account. Remember that the unique bit should:
 - a. Be at least 8 characters long - longer is even better
 - b. Contain at least one upper case letter, one lower case letter, one numeral, and one symbol or space
 - c. Be written in the PPM with the account that it corresponds to

Examples of using the Paper Password Manager to log in to Amazon and Twitter:

Example Key (memorized, not written down): **6PackOfCola**

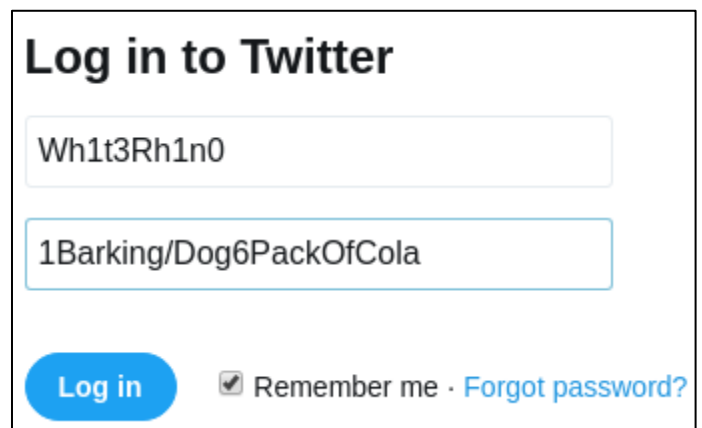
Example PPM Entries:

| | |
|---|---|
| Website: Amazon.com Email address: michael@example.com Unique bit: 8 Fluffy Clouds | Website: Twitter Email address: michael@example.com Username: Wh1t3Rh1n0 Unique bit: 1Barking/Dog |
|---|---|

Remember: **Account Password** = **Unique Bit** + **Key**



The screenshot shows the Amazon Sign-In page. At the top is the Amazon logo. Below it, the text "Sign-In" is displayed. Underneath, the email address "michael@example.com" is shown with a "Change" link. The "Password" field contains the text "8 Fluffy Clouds6PackOfCola". To the right of the password field is a "Forgot your password?" link. At the bottom of the form is a yellow "Sign-In" button.



The screenshot shows the Twitter Log in page. At the top, the text "Log in to Twitter" is displayed. Below it, there are two input fields. The first field contains the username "Wh1t3Rh1n0". The second field contains the password "1Barking/Dog6PackOfCola". Below the input fields is a blue "Log in" button. To the right of the button is a checked checkbox labeled "Remember me" and a "Forgot password?" link.