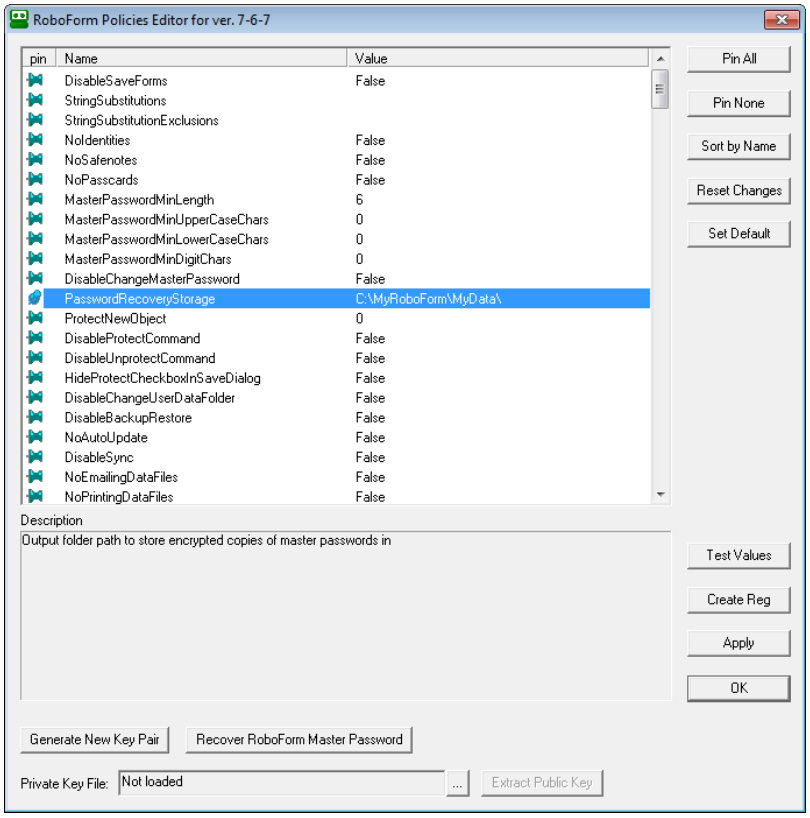
Master Password Recovery and RF Online Passwords

This document will guide you through set up and use of Master Password Recovery, including creating and changing your Recovery Password, and changing your passwords for RoboForm Online.

- ***NOTE:*** *The use of the Master Password recovery feature provides a useful business continuity mechanism, but also poses a threat related to the fact that the security of access to all system resources for users ultimately resides in the security of the password with which the administrator protected his or her own private key. We at Siber Enterprise Group recommend that multiple copies of the private key file be stored outside of the network and additional means of protection like a locked physical storage be used to provide additional security.*

Master Password Recovery Setup

To set up Master Password Recovery for RoboForm Enterprise Managed Console, first open the **RoboForm Policy Editor.** Start by finding the "**PasswordRecoveryStorage**" policy and setting this to the folder you wish to save the encrypted data.



Then click "**Generate New Key Pair**" to set up a Recovery Password. This password **MUST** be stored in a safe and secure location, as it is **NOT** recoverable if lost. This is the password that will be used to recover your own **Master Password**, and, moreover, will be used to recover your users' **RoboForm Enterprise Managed Console** passwords if they

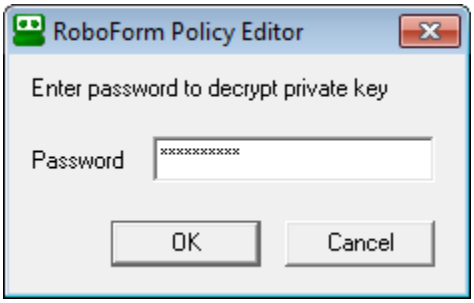
are lost. You need to save two files, both of which you will need to successfully recover passwords. You will first save **pub.rfk** then **pvt.rfk.**

If you are using **RoboForm Enterprise Managed Console**, be sure to save the **pub.rfk** file in the **MPR** folder. If not, you can save it in your **My RoboForm Data** folder. Click **Save** and then you will be asked where to save **pvt.rfk**.

The **pvt.rfk** file can be renamed as you see fit, but, as stated in the introduction, it is recommended that you keep track of the safety and security of this file. If it is lost, none of your passwords will be recoverable. Once both keys have been saved, your **Recovery Password** is set up. If you wish to test your **Recovery Password**, continue on to the section below.

Testing Master Password Recovery

Once you've set up your **pvt.rfk** and **pub.rfk**, you are able to recover encrypted passwords. Start by opening up the **RoboForm Policy Editor**. Click the "**…**" button next to "**Extract Public Key**" and find your **pvt.rfk** file. The policy editor will open the **pvt.rfk** file and prompt you for your **Recovery Password**. Enter it and click **OK.**



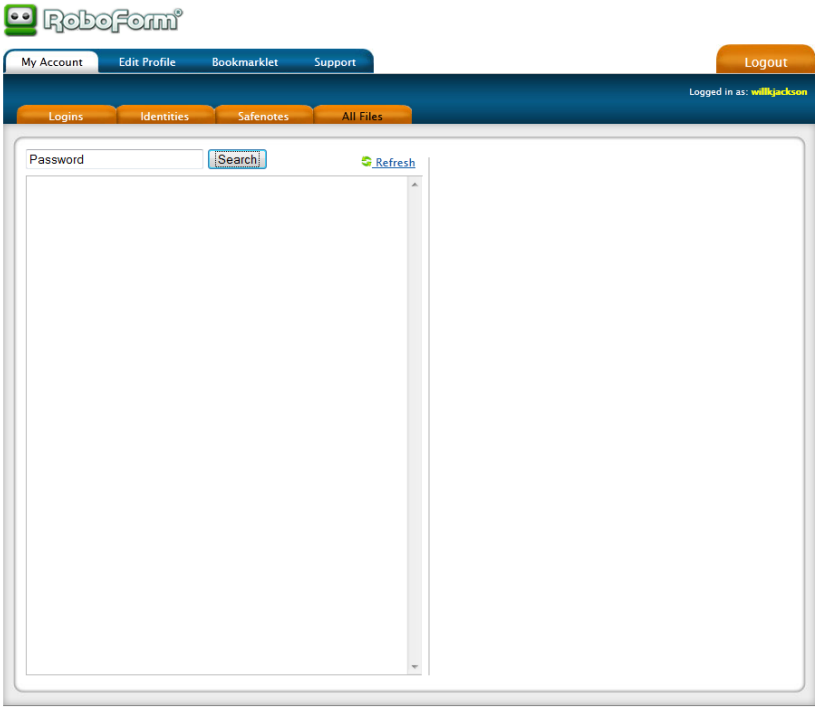
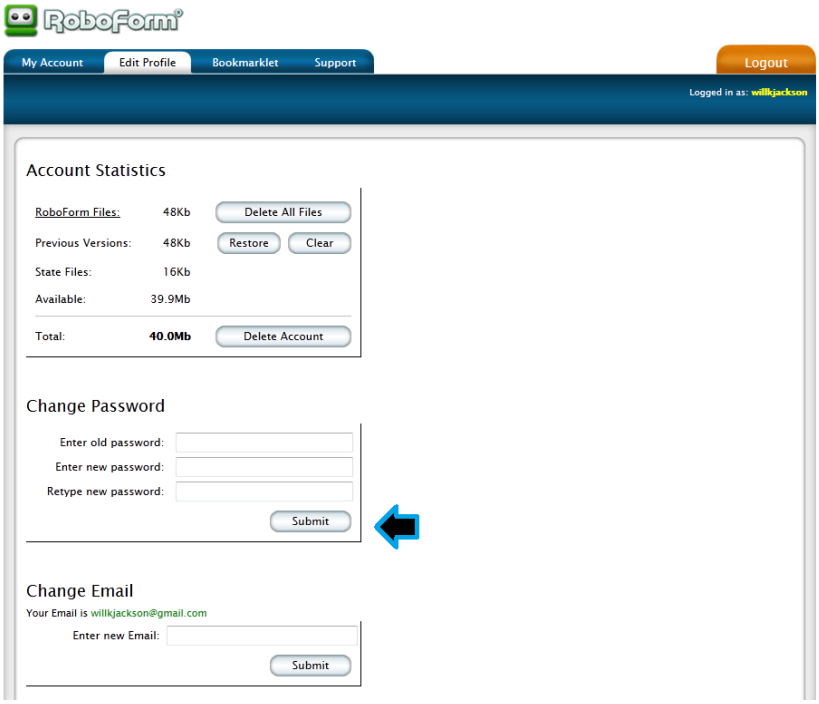
Then click **Recover RoboForm Master Password,** find the **.enc** file that you wish to decrypt. The policy editor will then show you the network login ID of the **User** and their **Master Password** in plain text.

Changing Your RoboForm Online Password

To change your RoboForm Online user password, first log in using your user name and password to:

https://online.roboform.com/login

The start screen looks like this:



Click "**Edit Profile**", at the top, to modify your password. Enter your old, new, and confirmed user passwords, then click "**Submit**" and you're all set.