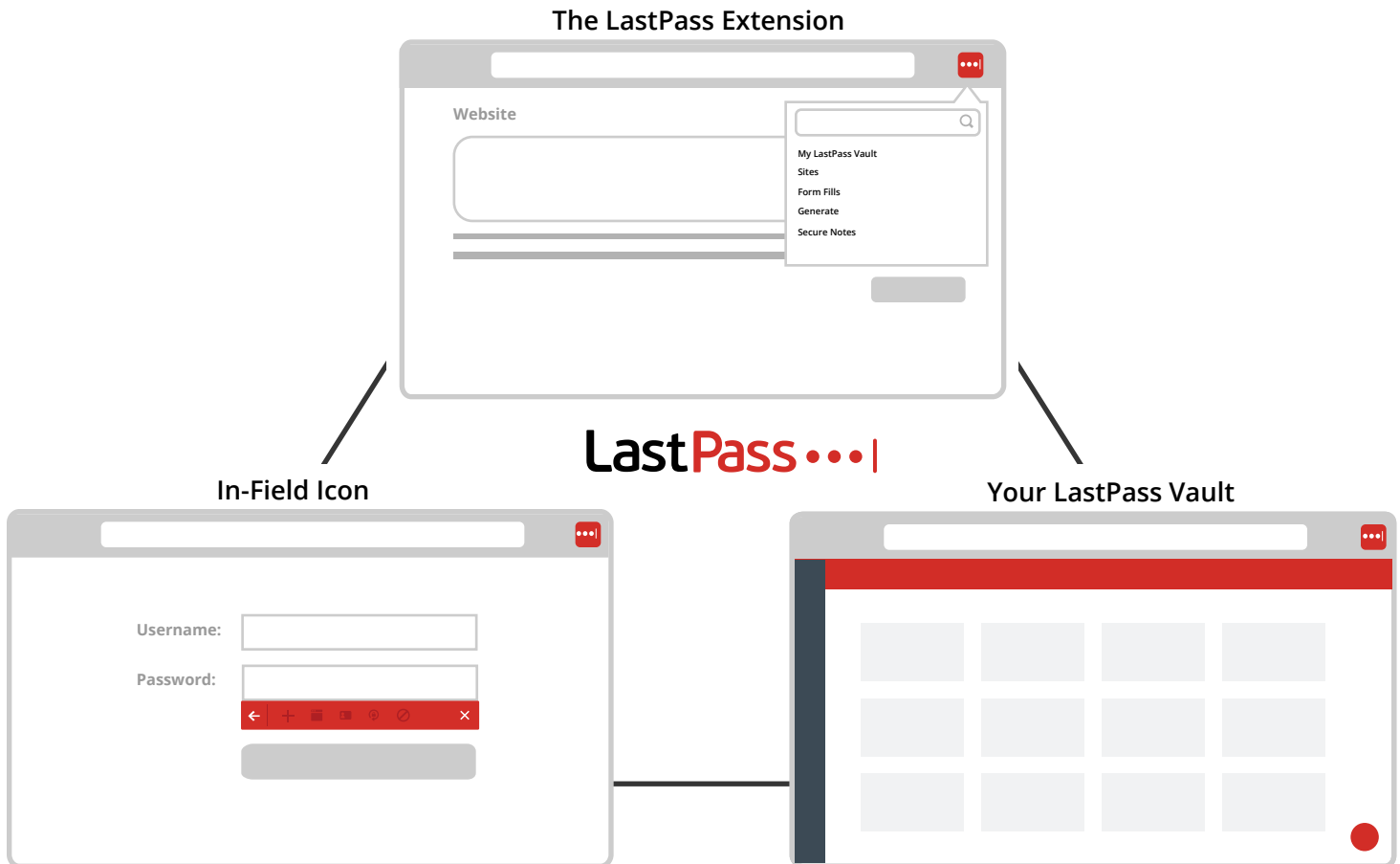


### Your Online Life: Simplified

LastPass provides a simpler and more secure online experience. It not only creates strong, unique passwords for all your accounts but also remembers them for you.



### The LastPass Extension



In your browser toolbar, the LastPass extension gives direct access to many tools and features in LastPass. Typically it's 'red' when logged in or 'gray' when logged out. Be sure to download the LastPass extension to every browser and computer you use. From the LastPass extension you can:

- Launch your vault
- Type a keyword in the search field to instantly find stored data
- Edit and use website logins and passwords
- Add and view Form Fill Profiles
- Add and view Secure Notes
- Access Tools and Preferences
- Logoff


## The LastPass In-Field Icons

When browsing to a website, LastPass shows a clickable icon in username, password, and form fields - giving quick access to LastPass tools.

### **Saving a Site**

Enter your username and password into the login fields, then click the red  icon in the login field. Confirm the login details that LastPass has captured, and click "Save". If the save site menu doesn't immediately open when you click the red  icon, select the + button at the top left corner of the dialog.

### **Sites with Multiple Logins**

Once you've saved a login to LastPass and you return to that site, you can click the red  field icon to view all stored logins for that website. If more than one login is saved for that website, just click the one you want and submit the login to the website.

### **Generating a Password**

When signing up for a new account or updating the password on an existing account, look for the generator icon in the password field. Clicking the icon will open the password generator, allowing you to modify the length and strength of the generated password before accepting the one you want to use and completing the steps to save the new password to LastPass.

### **Filling Out an Online Form**

As you prepare to fill out a registration, shipping, billing, or informational form online, look for the LastPass profile icon in a form field. Clicking the icon allows you to select from the Form Fill Profiles stored in LastPass. The form is instantly completed when you select the Profile you want to use.

## Your LastPass Vault

Your vault gives you access to all the features of LastPass in one central location including adding sites, running the Security Challenge, and creating form fill profiles. It also allows you to set preferences and settings for LastPass such as multifactor authentication options and additional security settings.

We recommend that you access your local vault via the browser extension menu to ensure the best online experience. If you are at a computer that does not have the LastPass extension installed, you can also access an online version of your vault at [www.lastpass.com](http://www.lastpass.com). LastPass securely syncs the data stored in your account, so that the information you see in your local vault and online vault are the same.

### **Storing a Secure Note**

With Secure Notes, store any piece of data you need to keep secure and accessible, whether it is a WiFi network login, a PIN code, or a copy of an insurance card. From the browser extension menu, click the Secure Notes option to add a Secure Note and choose a note type. Use the attachments feature to backup documents, PDFs, and images.