

TrustPort Portunes

User Guide

Revision date: 10/18/2014

Copyright © 2014, TrustPort, a.s., All rights reserved.

About

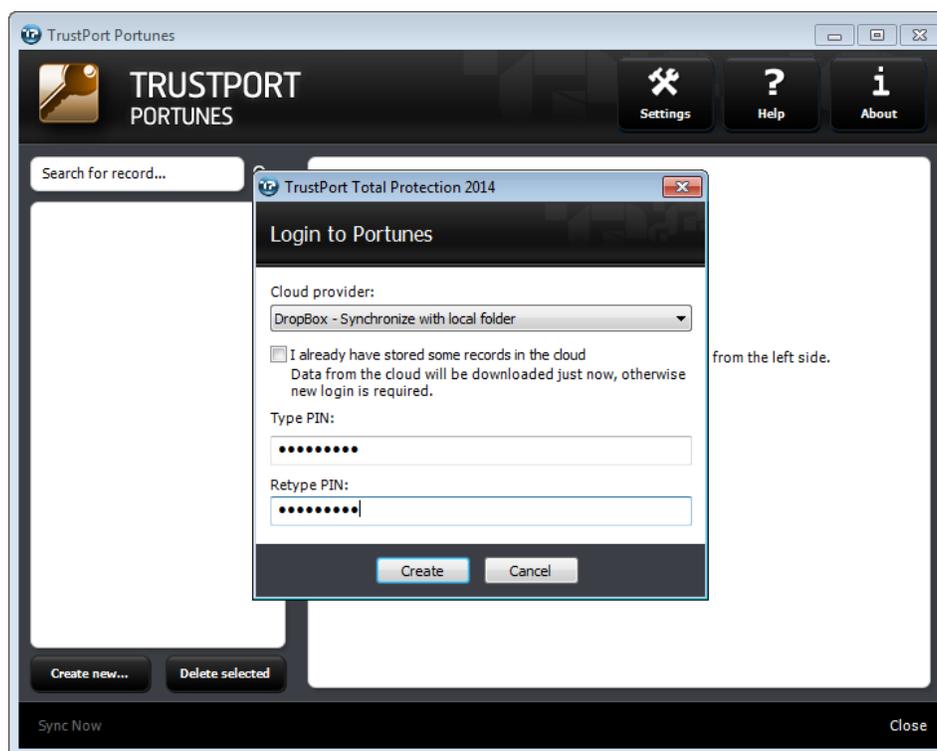
Portunes is password manager and security storage for various sensitive information. The data are encrypted and stored in a local folder on your computer. Moreover, you can use the option to synchronize the data via your Dropbox account. Access to Portunes is protected by password of your own choice.

TrustPort Portunes is integrated into TrustPort Total Protection, TrustPort Internet Security and TrustPort Tools products.

User Interface

It can be launched easily by clicking on the tray icon and selecting Tools - Run Portunes, or from the user interface (Total Protection, Internet Security), from the Tools dropdown menu.

After Portunes is launched, you are asked to enter your **password (PIN)** that will be used to login to Portunes. This password will protect access to all your sensitive data, so it is recommended to enter strong password! This is the only password you will have to remember.



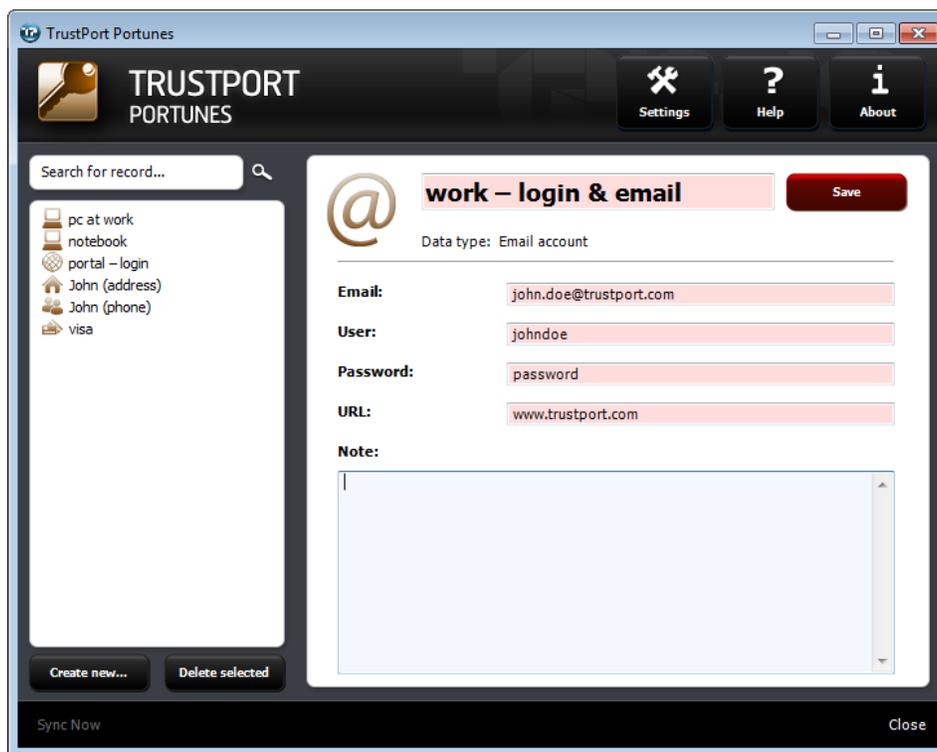
The dropdown menu above allows you to choose if you want to synchronize all your Portunes data on your Dropbox account. In order to use **Dropbox synchronization** with the local folder, the Dropbox client must

be installed on your computer. If you already have some records stored in the remote repository, you can use the checkbox to download them right now.

Create/Modify Record

After you are successfully logged in, you can start with creating records containing passwords or another sensitive data. This can be done through **Create new** button, located in the bottom of the left pane. Then you will have to select which type of record you want to create, depending on its content.

After you enter the data in the right pane (at least unique title must be entered), you have to finish the creating by clicking on **Save** button. The created record then appears in the left pane. You can edit it by clicking on **Modify** button, or remove it by clicking on **Delete selected** button.



If you want to synchronize the records with Dropbox, you have to use the link **Sync now**, located on the bottom part of the window.

In the upper left part of the window, you can use the search box to find a specific record by its name. The search mode can be changed in the Settings.

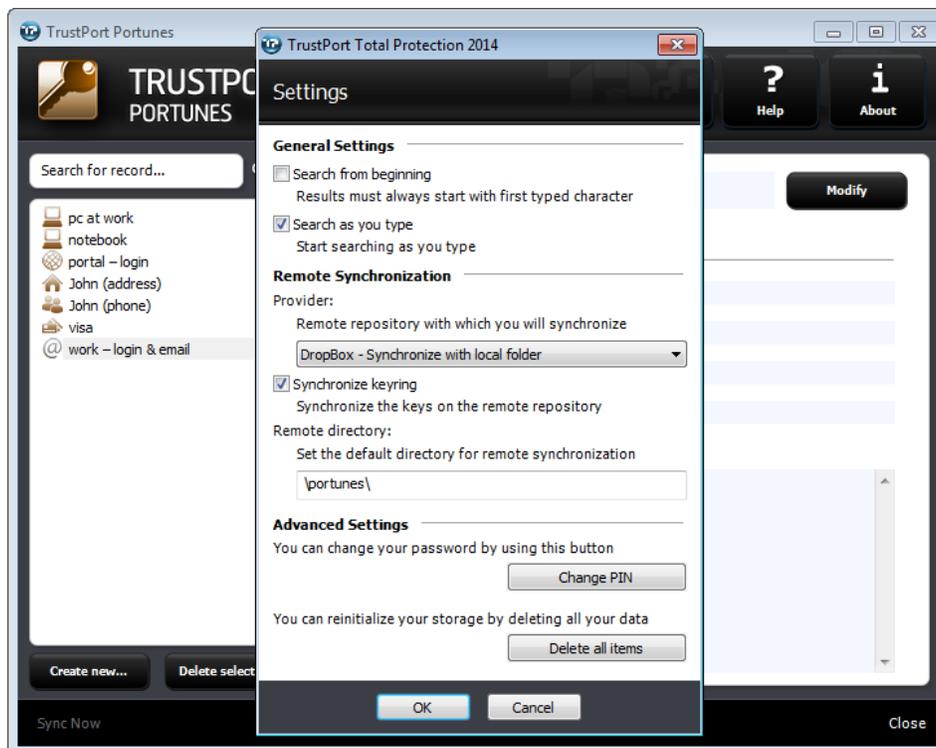
The buttons on the right side can be used to open the Settings window, to open TrustPort's website with link to the manual or to show information about the product.

In the lower right part of the window, you can use the links to logout from Portunes or to close the whole window.

Settings

In the **General Settings** part, you can set the mode of searching. You can set if the searching is performed from the first typed letter and if it starts immediately as you type.

In the **Remote synchronization** part, you can set if you want to synchronize your encrypted data from local folder with Dropbox or not, and also if you want to synchronize the keys, where the credentials to access all your data are stored. Below you can change the name of the remote directory where all your data will be synchronized.



In Advanced options, you can change your current password (PIN), which is used to login to Portunes, by clicking on **Change PIN** button.

If you want to delete all your data from the local storage, use the **Delete all items** button. After you confirm deleting the local data, you will be asked if you want to delete also the data in the remote repository. Afterwards you can reinitialize the local storage with new password, or you can download all data from Dropbox.

If you are using both the workstation and mobile version of TrustPort Portunes and you want to reinitialize the repository, the process of deleting data should be always started firstly from the workstation version of Portunes. In this scenario, the initialization process should be always followed by deletion of all data on the mobile version as a second step, otherwise data from the mobile version will be loaded back to the cloud during the synchronization of the mobile version and overwrite local data on workstation as the next step.