

LastPass Password Management

Introduction

LastPass is a password management tool that makes it easy to access and secure all of your apps and websites at work.

Use LastPass to generate secure, unique passwords for each website you use. When you need to log in to a website or service, LastPass will find and autofill your login information.

Additionally, LastPass is the only university-approved method for securely sharing passwords and other confidential information with your coworkers and teams.

LastPass can be used on computers and mobile devices.

Related Topics

[Build the Unhackable Passphrase](#)

[Share Access, Not Passwords](#)



University Data

You may only store Biola account information or sensitive data on a LastPass Enterprise account purchased by Biola University. LastPass also offers personal licenses for individual purchase, but you may not use them to store Biola data, including passwords for accounts you use for work.

Getting Started with LastPass

1. Request a LastPass Account

Currently, LastPass Enterprise licenses are available to all Biola employees upon request. Contact the IT Helpdesk at it.helpdesk@biola.edu or extension 4740 to request an account.

2. Activate Your Account

Once your account has been created, you will need to activate your account and set your **master password**:

- **New Users:** If you are a brand new user that does not have an existing LastPass account, please see [How do I join a LastPass business account as a new user?](#)
- **Existing Users:** If you already have a LastPass account and have been invited to join Biola's organization, please see [How do I join a LastPass business account as an existing user?](#)

3. Download the LastPass Browser Extension

Download the LastPass browser extension for your browser of choice: <https://lastpass.com/download>

Once installed, log in to the browser extension using your **Biola email address** and your new **master password**.

Watch this Youtube video to familiar yourself with the browser extension: [LastPass 101: Browser Extension - YouTube](#)

How to Use LastPass

LastPass has provided a number of video tutorials on how to use their service:

- [How to Use the LastPass Browser Extension](#)
 - [How to Use Your LastPass Vault](#)
 - [How to Generate Strong and Secure Passwords](#)
 - [How to Use Password and Autofill Features](#)
 - [How to Share Passwords with LastPass](#)
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