



MyCena Desk Center App User Guide

How to get started

No password to create, type or remember

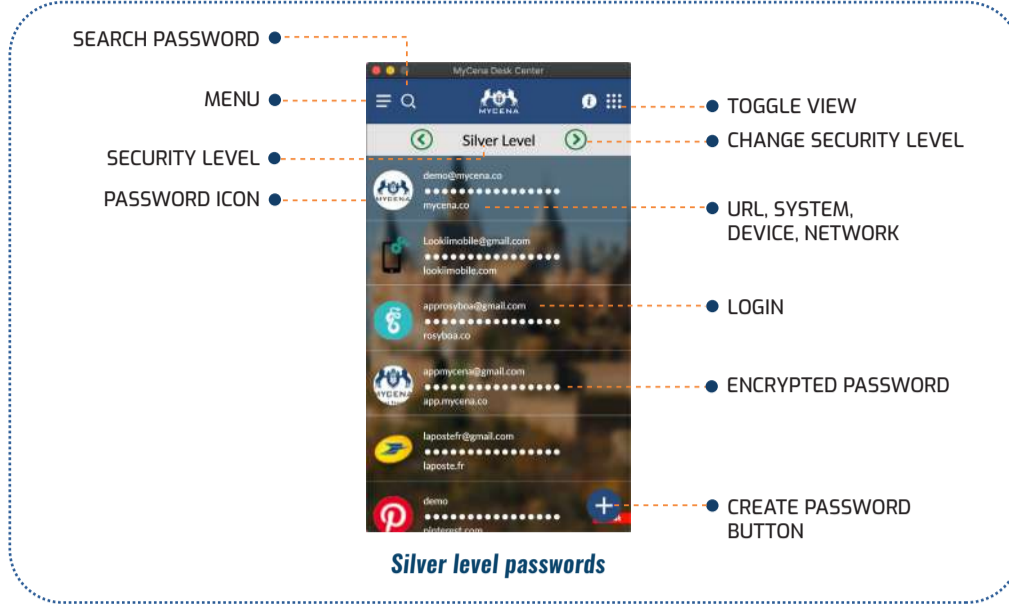
Congratulations on choosing MyCena Desk Center (MDC), a unique solution to manage and secure all your credentials without remembering any passwords.

MDC comes in two parts:

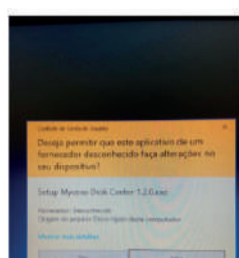
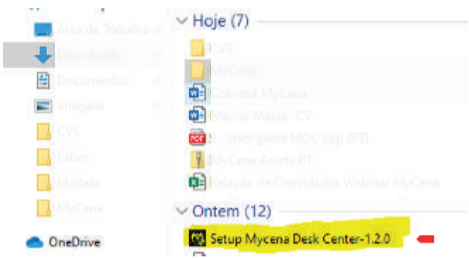
- a management console helps to distribute strong password rules and policies for every system, network, application, database, device... to all users.
- a desktop application

This is the user guide for the MDC desktop application.

- CONVENIENT**
Credentials always accessible within contained environment
- SECURE**
No password to create, type or memorize. No central identity.
- PRIVATE**
Only user can access own fortress in contained environment using combination of PIN, lock pattern and passphrase



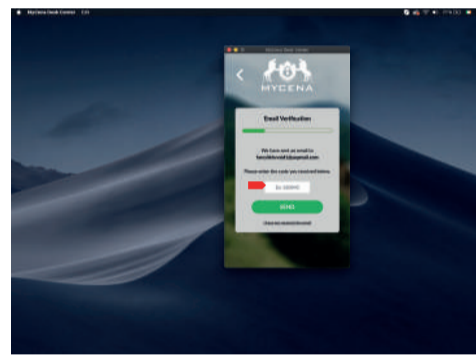
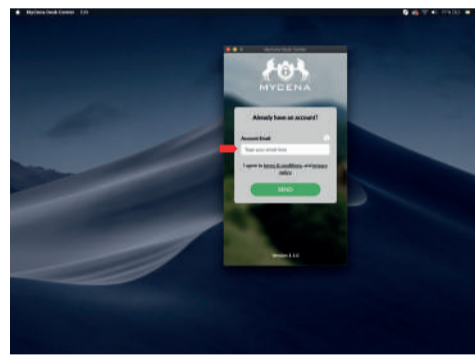
Installation



- Click on link below to start download:
- Windows: shorturl.at/abGKU
- MacOS: shorturl.at/EVZ08
- Linux: shorturl.at/bdMB3
- Run the setup by clicking yes
- MDC icon will appear on your desktop or application folder

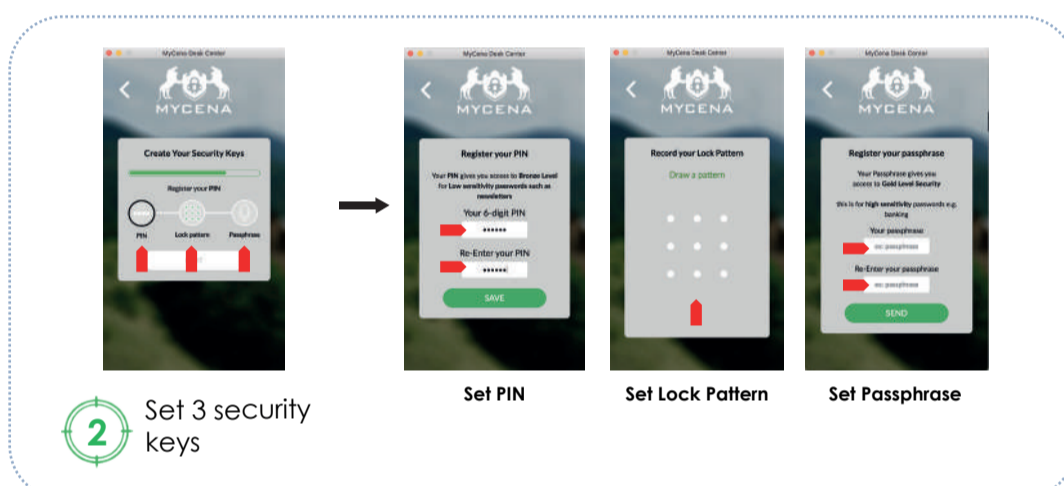
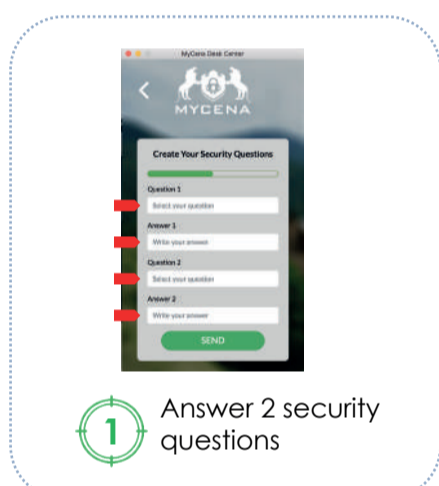
The file will be downloaded to your default download folder.

Get onboarded



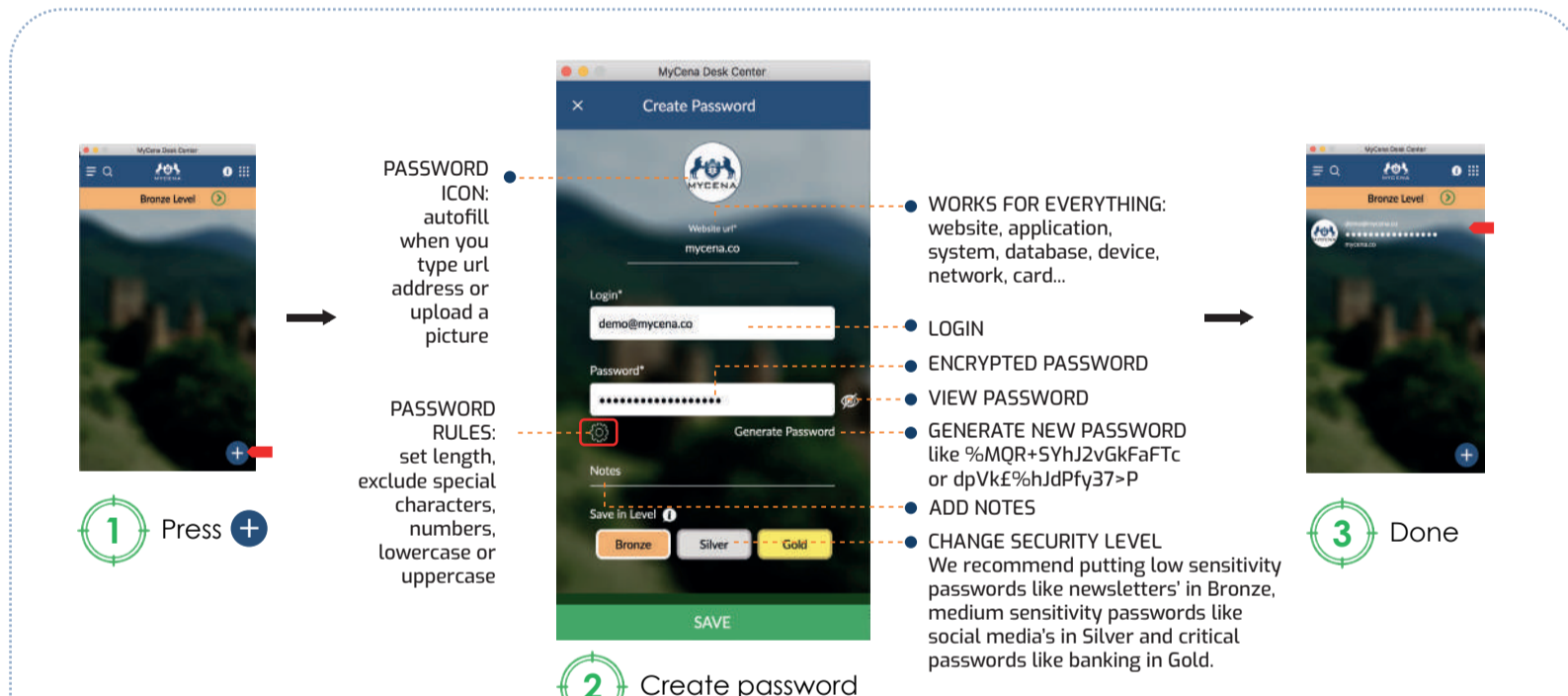
- Open MyCena Desk Center from desktop or application folder
- Enter email address or login ID
- Enter code received by email (only if using email)

Create your password fortress



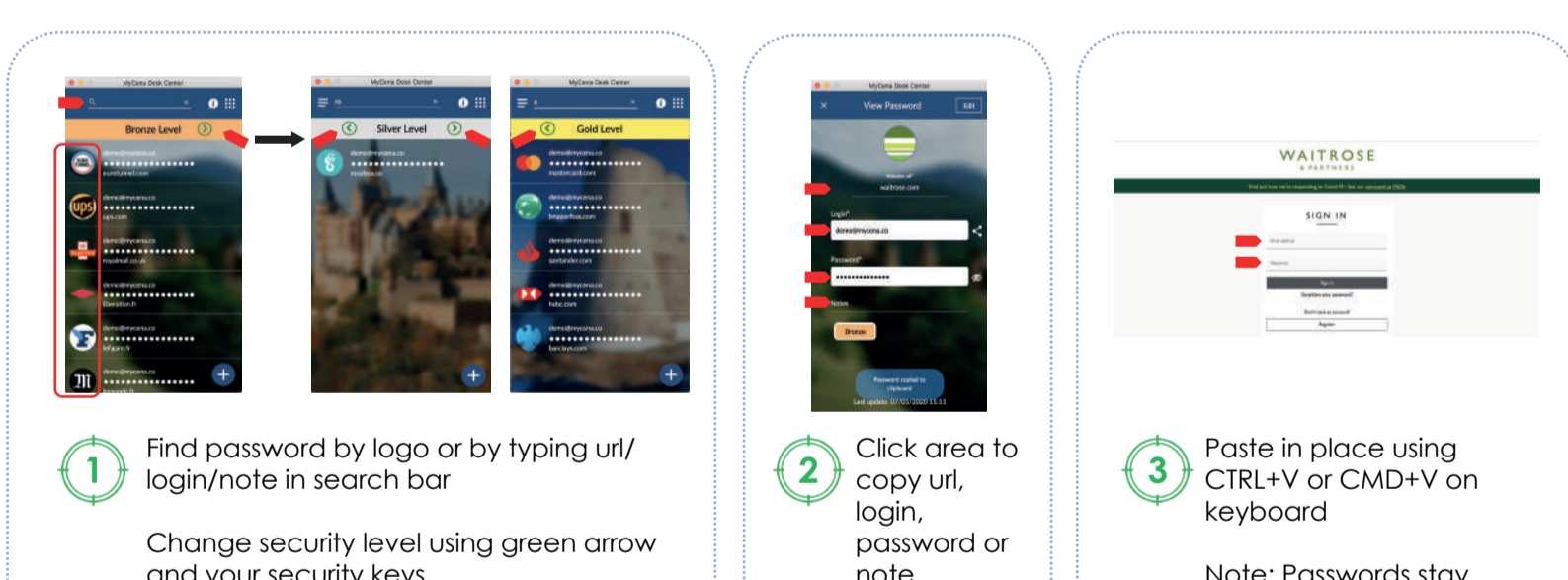
- Answer 2 security questions
- Set 3 security keys: Set PIN, Set Lock Pattern, Set Passphrase

Create a password



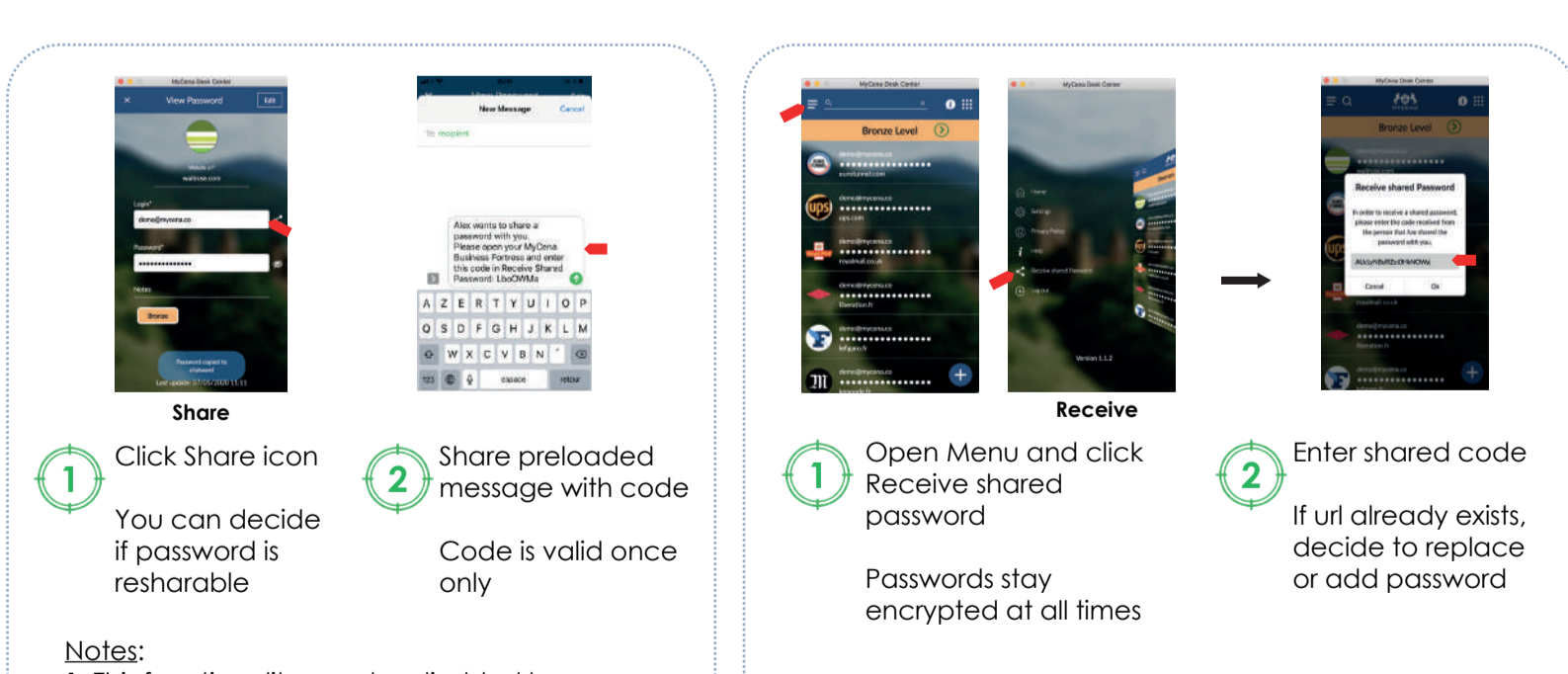
Notes:
1. This functionality may be disabled by your manager.

Use a password



- Find password by logo or by typing url/login/note in search bar
Change security level using green arrow and your security keys
- Click area to copy url, login, password or note
- Paste in place using CTRL+V or CMD+V on keyboard
Note: Passwords stay encrypted at all times

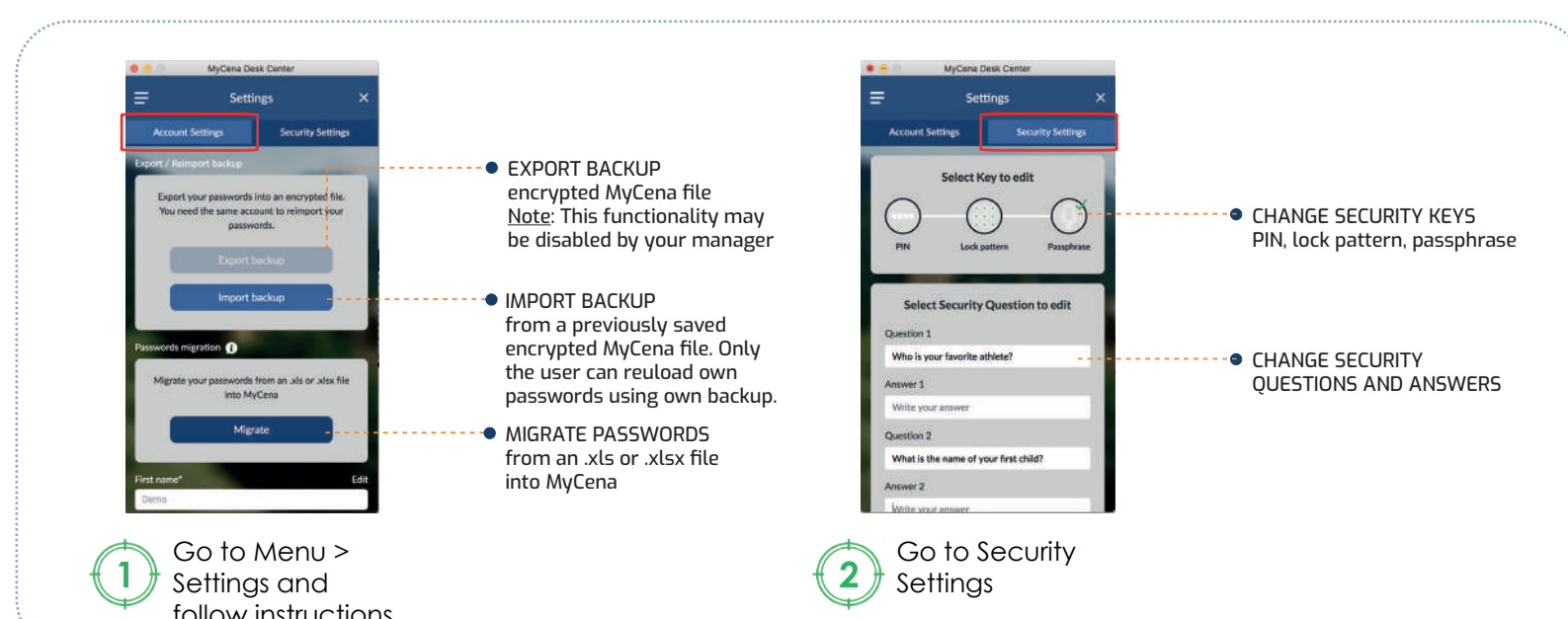
Share a password / Receive a shared password



- Click Share icon
You can decide if password is resharable
- Share preloaded message with code
Code is valid once only
- Open Menu and click Receive shared password
Passwords stay encrypted at all times
- Enter shared code
If url already exists, decide to replace or add password

Notes:
1. This functionality may be disabled by your manager.

Settings



- Go to Menu > Settings and follow instructions
- Go to Security Settings