

Using p@ss™ Safely and Effectively

Your new p@ss™ is designed to let you generate, and later recall, secure and difficult to guess passwords which are unique to each website or account you log into, while only having to remember one simple rule. People must maintain many passwords nowadays and it is difficult to avoid falling into the trap of using one password everywhere, or too-easy-to-guess ones.

Modern password security demands that passwords be *at least* 8 characters in length, and consist of letters (both upper *and* lowercase), numbers *and* punctuation. This makes them extremely difficult to recall of course... hence the need for p@ss™. Using p@ss™, you gain the benefits of *two-factor security* – something you *have* (the device), and something you *know* (your secret word or words, see below).

The p@ss™ is made of non-allergenic stainless steel and the cap may be unscrewed in order to store pills, a lost-and-found note (recommended!) or other tiny items inside the chamber.

Each ring on the p@ss™ has 26 rows of symbols – a letter paired with a number or punctuation symbol. All letters of the alphabet, as well as all digits 0-9, are on each ring. In between each letter and number/symbol is one or two dots – these are for advanced use (see end of document); they can be safely ignored for now.

The rings may be stiff when rotating at first and the one furthest from the keyring may not rotate easily, or at all. Don't worry, just rotate the entire p@ss™ to obtain the desired letter on this ring, then dial the others in to line up with it, when following the procedure below.

How To Use

1. Save all included sheets! If you lose your p@ss™ you can re-order using the SYMBOL CODES sheet to avoid needing to change all of your passwords. You can use the SYMBOL CODES sheet to recall a password until a replacement arrives.

2. Make note of the order of rings on your p@ss™ and note it down on the SYMBOL CODES sheet.

3. Come up with a two-part rule to dial in your p@ss™, such as (these are just examples):

Part I:

- First four letters of the website or company; or
- First and last letters of the website or company, plus first and middle initials of a friend or relative.

Part II:

- One or more secret words. Choose to add this at the start or end of your dialed-in password.

Notes On Secret Words

A long-gone pet's name is OK, but your middle name reversed might be even better, or ...you can think of your own. However, be sure it is NOT something you always talk about, online or in public!

Example – 'hotmail.com' with secret word 'Buckle':

Dial in **h o t m** on the p@ss™ (ignoring the digits or symbols beside each), then read off the row of symbols BELOW this on each ring. *Don't* use the row dialed in as Part I of your password; that contains part of the word 'hotmail', which would weaken your password since it's related to the site.

Assuming the rows below **h o t m** on your cylinder now have **j% r\$ u5 m2** in this position (they might not – each batch of p@ss™ have unique rings) your password for hotmail.com would now be:

j%r\$u5m2Buckle

(While letters on the rings are in uppercase, you can choose to interpret them as lower- or upper-case; just be consistent and make the same choice for every site.)

Even if someone steals your p@ss™ or sees you dial in a password, they only know part of the secret. Remember, only you know the secret word(s) you chose and how they're added to the dialed-in symbols.

Some sites only allow letters and numbers in passwords. Firstly, you should bother the site owners to improve their website security! But in the meantime, dial in using your rule, but read off just letters and numbers, skipping punctuation until you have 8 characters. If you forget that a particular site doesn't allow punctuation, try the standard way and then this fallback method – one will work if the other doesn't.

Corporate Accounts

Corporate networks commonly require password expiry: new passwords that change, say bi-monthly. For these, use the regular procedure at each renewal date, but make note of the current month (1 = Jan, 2 = Feb, etc.) and rotate the last ring by that many positions (or two, in the unlikely event that you've come around again to the same password after a year). Just make note of the month you do this each time.

Advanced Uses

Two people with p@ss™ devices sharing a common set of rings can use them to exchange short messages using mono- or poly-alphabetic substitution ciphers (using the single- or double-dots on each row as shift counters). Can you think of other, even trickier ways to use them? This is more for 'fun' – but who doesn't love secret messages?

*** DISCLAIMER ***

NOTE that while the manufacturer does not endorse or support the use of p@ss™ rings for encryption purposes, they can be used as fun 'secret code rings'. BE HEREBY WARNED that the p@ss™ DOES NOT provide security against entities with sophisticated intelligence resources. BE AWARE THAT the product is sold as-is, and manufacturer provides absolutely no warranty of FITNESS FOR A PARTICULAR PURPOSE including, but not limited to, its use in securing/maintaining data and/or correspondence for the protection of economic interests, reputation, monetary assets of any kind, personal liberty or well-being. MANUFACTURER ACCEPTS NO LIABILITY for the products' inappropriate use by any party in disregard of this disclaimer.

Package Contents:

- One p@ss™ key fob cylinder w/rings
- Instruction sheet
- Symbol code sheet

rustopialabs.bigcartel.com

passkeyring@gmail.com

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p@ss™ Symbol Set – SAVE THIS!

MAKE NOTE of the order of your rings below. They may not ship in the order listed below.

If you ever lose your p@ss™, use this sheet. You may need to re-arrange the columns to match.

My Ring Order: _____ (from cap)

| Ring __ | Ring __ | Ring __ | Ring __ |
|---------|---------|---------|---------|
| Z:(| Z.+ | Z:3 | Z:% |
| X-4 | D:? | B:6 | K-9 |
| F-> | B-6 | F-7 | E:^ |
| B-@ | X:3 | J:* | U-! |
| U:6 | T:7 | I-@ | N-3 |
| Q-# | J-4 | R-? | C-< |
| R:% | O:! | S:! | H-7 |
| D:< | I:@ | O-9 | A:# |
| I-= | R-< | X:= | O-@ |
| H:/ | M-) | T:% | F-2 |
| N-0 | S:^ | H-(| J:8 |
| G-1 | W-(| Q:/ | S:) |
| C:? | L-9 | D-> | X:6 |
| W-! | Q:\$ | C-5 | L:0 |
| L:9 | E-> | E:\$ | G-6 |
| S-7 | R:6 | V:+ | V:/ |
| P-2 | P:* | L-# | Q-5 |
| E:3 | C:% | G-0 | R:1 |
| J:6 | K-0 | K-4 | M:* |
| O-+ | N-2 | N-2 | B-> |
| K:^ | Y-/ | Y:^ | D-\$ |
| M:\$ | U-5 | A-< | T:? |
| R-* | F:1 | U:) | Y:(|
| Y-8 | V:= | P-8 | I-+ |
| T-) | H:8 | M-6 | W:= |
| V:5 | G-# | W:1 | P:4 |