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KNOWLEDGE BASE ARTICLE

Password Vault: Frequently Asked Questions



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What is Password Vault?

A SharePoint Framework web part from Vitextra that gives every employee a personal password manager in SharePoint Online and Microsoft Teams. Each user keeps their own entries — name, user name, password, URL, folder, tags and notes — protected by a 4-digit PIN. Overview: KB10437. Password Vault. Solution Overview.

Where are my passwords stored?

In a single file, `vitextra-password-vault.json`, in the app folder of your own OneDrive. Nothing is stored in SharePoint lists, in the web part properties or on Vitextra servers. Details: KB10453. Where Password Vault Stores Your Passwords: The OneDrive App Folder.

Are my entries encrypted?

Yes. The name, user name, password, URL, notes, folder and tags of every entry are encrypted with AES in your browser before the file is saved to your OneDrive. The key is derived from your PIN with PBKDF2-SHA256 (600,000 iterations), so the file alone is not enough to read the entries. The favorite mark, the entry IDs, the creation and modification dates, the counter of incorrect PIN attempts and the parameters of the key derivation are not encrypted. Keep in mind that a PIN has only 4 digits: someone who obtains a copy of the file could still try all 10,000 PINs offline, because the limit of 5 attempts applies only inside the web part. Access control to your OneDrive therefore remains the first line of protection. Details: KB10452. How Password Vault Protects Your Data: Encryption, PIN and Storage.

Is my PIN stored anywhere?

No. Neither the PIN nor the encryption key derived from it is stored; the key exists only in the memory of the open page while the vault is unlocked. To check the PIN, the vault file keeps a random salt, the iteration count and a known text encrypted with the key. Vitextra receives neither the PIN nor the key.

Can I share an entry with a colleague?

No. Password Vault is a personal vault: there are no shared entries, shared folders or team vaults. For credentials that a team must share, follow your organization's policy.

If the web part is on a shared page, can other people see my passwords?

No. The web part always shows the vault of the person who opens the page. Every visitor of the same page or Teams tab sees only their own entries.

Can administrators see my passwords?

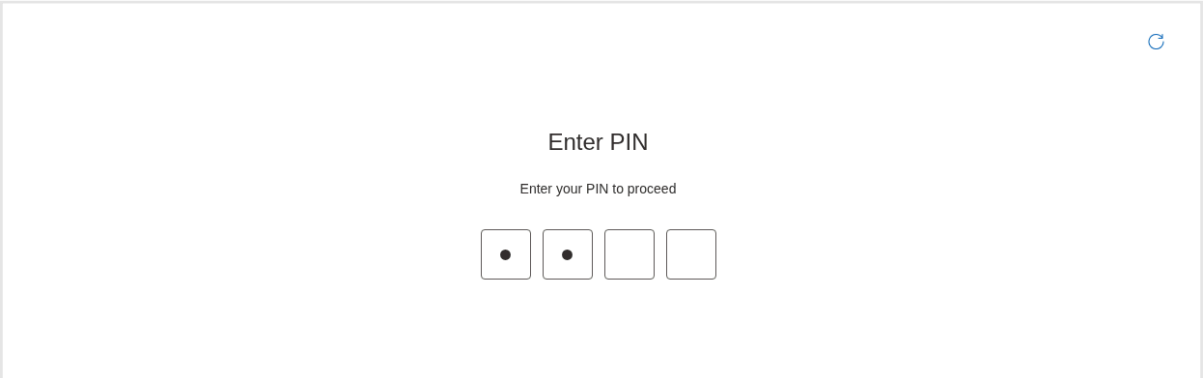
There is no administration console: administrators cannot view, manage or recover users' vaults through Password Vault. The vault file is protected by Microsoft 365 and OneDrive access control like any other file in your OneDrive, so administrators who have access to your OneDrive can access the file, but its entry fields are stored encrypted rather than as plain text and cannot be read without your PIN (see the 4-digit limitation above). Details: KB10456. Who Can See Your Passwords in Password Vault.

Does Vitextra receive my passwords?

No. Encryption and decryption happen in your browser, and the vault file is transferred only between your browser and your OneDrive. Vitextra receives only the standard license and telemetry identifiers that every Vitextra web part sends. See KB10363. Where Vitextra Products Store Your Data: Privacy, Data Residency and GDPR.

What can be seen without the PIN?

Nothing. While the vault is locked, the web part shows no entries — not even their names — but only the **Enter PIN** prompt with *Enter your PIN to proceed* and four boxes; the digits are masked as you type. After a correct PIN, all your entries and actions are available until the vault locks again. Still, lock your computer when you leave it while the vault is unlocked.



The vault while it is locked

I forgot my PIN. Can it be reset?

No. The PIN cannot be recovered or reset by you, by your administrator or by Vitextra.

The only way to use the web part again is to reach the **Reset** screen after 5 incorrect PINs and reset the vault — after a confirmation — which erases all entries. See KB10460. I Forgot My PIN in Password Vault: What Are My Options?.

Warning

Keep your PIN in a safe place, and keep important credentials also in another place approved by your organization, so that a forgotten PIN does not mean losing access to them.

What happens if I enter a wrong PIN?

The web part shows *The PIN is incorrect* and the number of attempts left. The counter is stored in the vault file, so it counts across devices and sessions and is reset only by a correct PIN. After 5 incorrect PINs in a row, the vault is blocked with the message *You've entered an incorrect PIN too many times.* and only **Reset** is available. See KB10455. Incorrect PIN Attempts in Password Vault: What Happens After Five Failed Tries.

Can I delete my vault and start over?

There is no command to reset the vault voluntarily. You can delete entries one by one with **Remove**. A reset is offered only after 5 incorrect PINs. Deleted entries cannot be restored from the web part.

Can I change my PIN?

Yes, at any time: unlock the vault with your current PIN, click the **Configure** gear and select **Change PIN**. See KB10450. How to Change Your PIN in Password Vault.

Can the PIN be longer than 4 digits or contain letters?

No. The PIN is always exactly 4 digits.

How long does the vault stay unlocked?

Until 5 minutes pass without a click or key press inside the web part, or until the page is reloaded. Then the vault locks again: the list is replaced by the PIN prompt, shown passwords are hidden and every open dialog is closed without saving. See KB10451. Automatic Lock: When Password Vault Asks for the PIN Again.

Can I use my vault on several computers or pages?

Yes. The vault is in your OneDrive, so you see the same entries on every page, site and Teams tab with the web part, on any computer where you sign in with your work account. A change saved on one device appears on another after you click **Refresh**, save a change or unlock the vault there. Changes made on another device or in another tab are not overwritten: before saving, the web part checks whether the file has changed and, if so, applies your change to the latest version. If you change your PIN on one device, the vault open on another device locks itself and asks for the new PIN.

Does Password Vault work in Microsoft Teams?

Yes, as a channel tab and as the personal app **Passwords**. Each user sees their own vault — the same as on SharePoint pages. See KB10457. How to Add Password Vault to Microsoft Teams.

Does it fill in passwords on websites automatically?

No. There is no browser extension and no autofill. Open the entry and use **Copy to Clipboard** for the user name and the password; the **URL** of the entry opens the website in a new tab. See KB10444. How to View and Copy a Password or User Name in Password Vault.

Can I export or import my entries?

No. Password Vault has no export or import. Entries are added and edited one by one in the web part.

Is there a limit on entries or field lengths?

The web part sets no limit on the number of entries. The fields have maximum lengths: **Name** and **User name** 200 characters, **Password** 100, **URL** 500, **Tags** 200 and **Notes** 500. **Name**, **User name** and **Password** are required.

Does it work offline?

No. The vault is read from and saved to OneDrive through Microsoft Graph, so the web part needs a connection to Microsoft 365.

What happens when the license expires?

The web part shows *We hope you enjoyed your free trial. Buy it now to keep it working.* instead of the vault, and users cannot open their entries until the license is renewed. The vault files in OneDrive are not changed. See KB10364. What Happens When Your Vitextra Trial or Subscription Expires and KB10365. Why Does a Vitextra Web Part Show "We Hope You Enjoyed Your Free Trial"? License Messages and Fixes.

Which permissions does it need?

One Microsoft Graph delegated permission, `Files.ReadWrite.AppFolder`, approved once by an administrator. It allows the web part to read and write only its own app folder in the user's OneDrive. No SharePoint list permissions are needed. See KB10454. Microsoft Graph Permission Files.ReadWrite.AppFolder: Why Password Vault Needs It and How to Approve It.

Do users need OneDrive?

Yes. Every user must have a OneDrive in the tenant, because the vault file is stored there.

Is SharePoint Server supported?

No. Password Vault is available for SharePoint Online and Microsoft Teams only.

Which languages are supported?

The interface is translated into the SharePoint languages and follows the language of SharePoint or Teams. The content of your entries is stored as you type it.

The web part shows "Sorry, something went wrong". What should I do?

Click **Refresh** or reload the page. If the message remains, the most common cause is that the Graph permission has not been approved or that the user has no OneDrive. See KB10459. Why Password Vault Does Not Load: "Something Went Wrong" and Permission Errors.

Tip

A tour of the whole interface is in KB10441. Password Vault: A Quick Guide for End Users.

Learn more about the product: *https://vitextra.com/en/products/password-vault*