ACCOUNT ACCESS

A Password Manager Needs a Recovery Plan Too

The file is called “new passwords”, but several entries no longer work. There is another copy in a chat and a third on the laptop of whoever used to manage social media. Moving those credentials into a manager helps, provided you do more than relocate the same disorder.

Start with Accounts That Open Other Accounts

Your main inbox and administration accounts deserve attention before a shop you used once. A manager can generate and store distinct passwords without making you invent variations on one word. Configure the additional protection available for the manager itself.

Separate personal accounts from business ones. When someone needs a tool for work, use an individual login or an appropriate sharing feature. Giving them the password to the entire manager for a single task exposes far more than they need.

Ask About Recovery Before You Need It

- Read what happens if you forget the main password and which recovery options the chosen service provides.
- Keep recovery materials outside the only device you use to open the manager.
- Decide who administers the business workspace and how that responsibility transfers when the team changes.
- Check what happens to shared credentials when someone’s access is removed.

Avoid exporting every password into an unprotected spreadsheet just to feel that you have a backup. A readable export can become another way into your accounts. If you need an emergency copy, decide how it will be protected, where it will be stored and who can open it.

Migrate in stages and check access before retiring old copies. The aim is for each account to have an owner and a known recovery route, rather than making everyone learn a new tool in one afternoon.

A manager reduces password reuse and helps organise credentials. It does not prevent every deception or, by itself, protect a compromised device.

A Check You Can Run

Separate two questions in the review: can you unlock the vault on a new device, and can you recover access if the usual credentials are unavailable? Those may be different procedures. For example, 1Password documents an Emergency Kit with sign-in details. Review your own provider's mechanism and storage advice instead of assuming every password manager offers the same recovery route.

Supporting guidance: 1Password's Emergency Kit documentation.
https://support.1password.com/emergency-kit/

Continue with: The Email That Recovers Your Accounts Needs a Way Back In.
https://systems.kavaliero.com/en/blog/the-email-that-recovers-all-your-accounts

For help with this work, see the scope of Executive Digital Protection.
https://systems.kavaliero.com/en/services/executive-security