

# **ARTICONA Security USB Stick Setup Guide, (MyLocker) WINDOWS**

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## Introduction to the MyLocker Security Software

The data stored in your USB flash drive may sometimes be highly confidential and you need to be able to protect those data from un-authorized disclosure. The MyLocker Security Software is a “stand-alone” application program, which helps to keep your data safe. MyLocker offers a customizable password for the secure partition, for which, you will be able to protect your data in the secured area with the customized password. Protecting data has never been easier with MyLocker. Feel safe and keep your data safe with MyLocker.

## Before You Get Started

Before using MyLocker with USB 3.0 Security Stick, please note:

- DO NOT plug in two or more USB 3.0 Security Sticks at the same time.
- MyLocker is only designed for Windows based operating system (XP or later).
- Please install USB 3.0 driver (if necessary) first before using your USB 3.0 Security Stick.
- It is very important that you don't forget the password you've entered (password hint feature provided). NO password recovery feature is provided.

### **Special Note for Windows Vista (or later) Users**

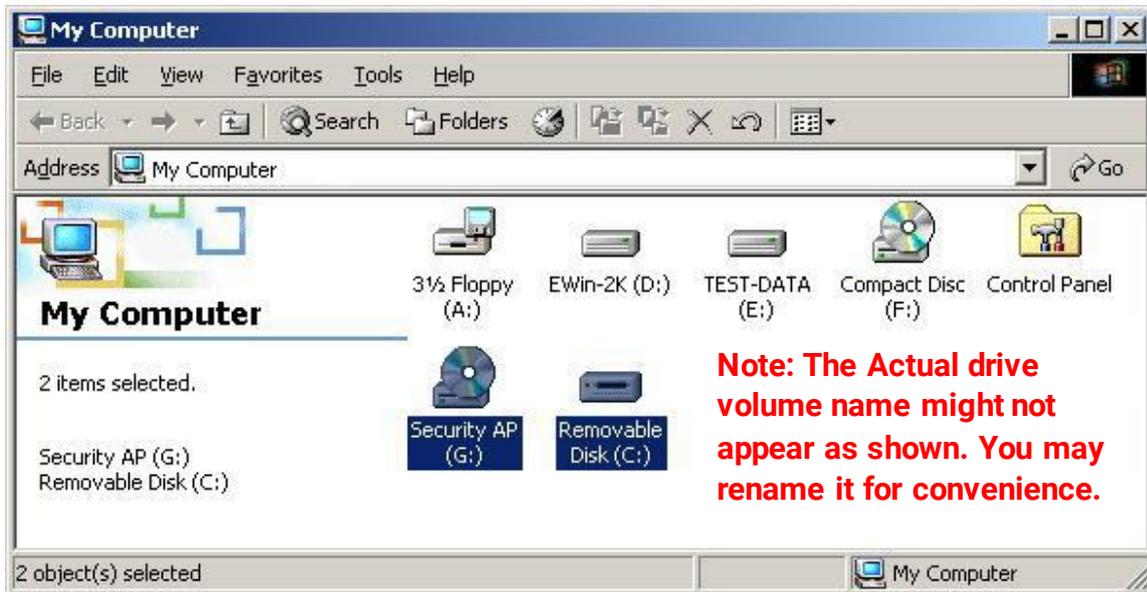
*Please disable ReadyBoost function first before using the MyLocker software on the USB 3.0 Security Stick.*

## Features

<b>Customized Password</b>	You can set your own password up to 16 characters.
<b>Password Reminder</b>	Password hint function is available as a password reminder.
<b>Password Retry</b>	You have SIX chances of entering the correct password. A warning will show on the fifth password retry, indicating that one more incorrect entry, the data stored in the secured area will be formatted and password removed.
<b>Multi Language</b>	Software automatically detects your Windows language and show respected language UI, if supported. Default interface is set to English.

## Public and Secured Partition

When you plug in your device to a USB port, your operating system should recognize the device automatically, one "CD-ROM" and "Removable Disk" drive/icon will appear. The removable drive represents the secure area partition while the CD-ROM drive represents the public area partition. The security application program - MyLocker will be stored in the public partition (CD-ROM).



### Partition 1 – Public Area

The public partition is available to all users to read the data stored inside. The security application program –MyLocker will be stored in this partition. Password security will only apply to the secure partition.

### Partition 2 – Secured Area

This partition is dedicated for secure storage. When a password is set up using MyLocker security software, the user will require to type in the password upon the next entry to this secured area. If NO password exists, this drive is not password protected and accessible by any user.

## How to use MyLocker

### Setup a Password

When using MyLocker for the first time, no password is entered and the device is unlocked. This section will show you how to set up a password.

1. Insert your Security Stick in the USB port.
2. In the 2nd partition (public area), double-click and run MyLocker.exe file
3. Click on the "Set Password" button



4. Follow the steps below to set up your password.
  - 4.1 Enter a password of your choice (maximum 16 characters, including spaces)
  - 4.2 Confirm password by re-entering the password set.
  - 4.3 Enter a password hint as a reminder (maximum 30 characters long, including spaces)

*Note: Please enter a valid password hint. No password recovery feature will be provided.*

4.4 Click the check to save the password set, or click the cross to cancel/exit.



The screenshot shows the 'MyLocker' interface with three input fields. The first field is labeled 'New Password' and contains asterisks, with a red '4.1' and 'Max. 16 characters' to its right. The second field is labeled 'Retype Password' and also contains asterisks, with a red '4.2' and 'Max. 16 characters' to its right. The third field is labeled 'Hint' and contains the text 'all 1', with a red '4.3' and 'Max. 30 characters' to its right. At the bottom of the screen, there is a blue bar containing a green checkmark and a red 'X'.

*Note: You can only type English letters and numbers*

4.5 If all information had been entered correctly, a message window will show and your secure partition is now locked. Click the check to continue.



The screenshot shows the 'MyLocker' interface with a central message: 'Set new password successfully!'. At the bottom of the screen, there is a blue bar containing a green checkmark.

## Main Screen and Button Function

From the public partition, double-click and run MyLocker.exe. Main screen will only show up when a password has been setup.



- A. **Password Area:** for entering your password.
- B. **Unlock/Lock Device:** to lock or unlock your device.
- C. **Settings:** allows to change your password or resize partitions.
- D. **Password Hint:** your password reminder
- E. **Exit:** to exit the program.
- F. **Device status:** icon information to tell you if the device is currently locked or unlocked.

*When you move your cursor to an icon on the main screen, a text dialog will automatically appear to tell you the function of that icon.*

## Login to the Secured Area

This section will demonstrate how to log into the secured area, assuming a password has been set up correctly (please refer to setup a password section).

1. Enter your password in the text field and click the login button.



2. If you have entered a valid password, the following message window will show, indicating that you have now entered the secured area. Click the check to continue.



- If you have entered an invalid password, the following message will show, telling you that you have entered an incorrect password and the remaining number of retries you have. If you have forgotten your password, try the "Password hint", it may help you remember your password. Click the check to continue.



### Logging out of the secured Area

**Method 1:** To log out from the secured area, simply run the MyLocker software and click the "logout" button.



**Method 2:** Simply remove your device from the USB port anytime and the device will be locked automatically.

## Change Password

1. Click the "Settings" button.



2. Click on the "Change password" button.

3. You will be asked to enter your old (current) password and the new password and then confirm the new password by retyping the new password again. You can also change the password hint as well. Once ready, click the check to apply the new password or press the cross to cancel and exit.



The screenshot shows the MyLocker password change interface. It features four input fields: 'Old Password' (masked with asterisks), 'New Password' (with a red 'Max. 16 characters' limit), 'Retype Password' (with a red 'Max. 16 characters' limit), and 'Hint' (with a red 'Max. 30 characters' limit). At the bottom, there are two buttons: a green checkmark and a red 'X'.

4. If all the information was entered correctly, a message window will show and tell you that the password has been changed. Click the check to continue.



## Disable Password

If a password exists, you may choose to disable (delete) the password. Do NOT disable the password unless you don't mind other users enter the secured partition without your permission.

1. DoubleClick and run the MyLocker.exe file. Click on the "Settings" button.



2. Click on the "Disable Password" button.



3. A warning will appear, telling you that all the data in the secure area will become unprotected. Click the check to continue or the cross to exit.



4. Enter the password and click the check to continue or click the cross to exit.



5. A message window will appear indicating the password has been disabled. Click the check to continue.



### Password Hint Feature

You may have forgotten your password when you try to log in or change the password. Fortunately, the Password Hint feature of MyLocker can help remind you about the password that you have set (if you have entered a valid password hint).

1. From the MyLocker user interface, click on the "Hint" button.



2. A message window will appear to show you the password reminder. Click the check to continue.



### Auto Reset

If you have entered a wrong password when you try to login, change password or resize the partitions upon the second last retry, you will be reminded with the following message, telling you that if you enter a wrong password one more time, your device will be formatted, all data in the secure area and the password will be deleted.

Click the check to continue.



When you entered the wrong password or the last time, the SECURED partition of your device gets formatted and the password gets removed automatically. You will see the following message window.

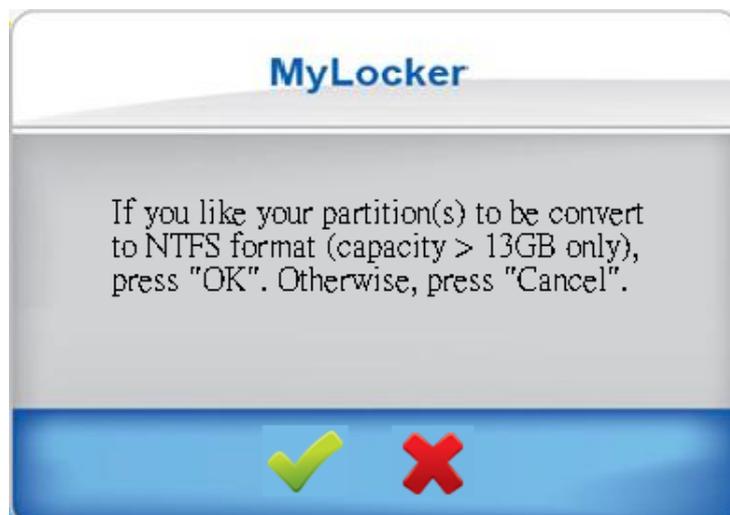
Click the check to continue.



During formatting of the device, a warning window will appear, telling you that you can choose to format the device/partition(s) in "NTFS format" or "FAT32 format".

*If you choose to format the device to "NTFS format", then only when a partition is larger than 13GB gets formatted to NTFS format; if the partition is less than 13GB, it will still be formatted as FAT32 format.*

Click to convert the partition to NTFS or click on to keep it in FAT32.



When reset process is completed, you will see the following message window, indicates that your SECURED partition had been formatted and password gets removed.

Click to continue.

