

## SUPERFOX PASSWORDS



SuperFox has two levels of user access.

- **Assistant Access** gives access to Family Details, Family Accounts and Backups and Tutorials.
- **Full Access** gives access to all parts of the program.

Each of these levels of access has password protection. The First time that you use SuperFox or when you create a new database the default passwords will be set to:

- Full Access: **superfox**
- Assistant Access: **quickfox**

### Changing Passwords

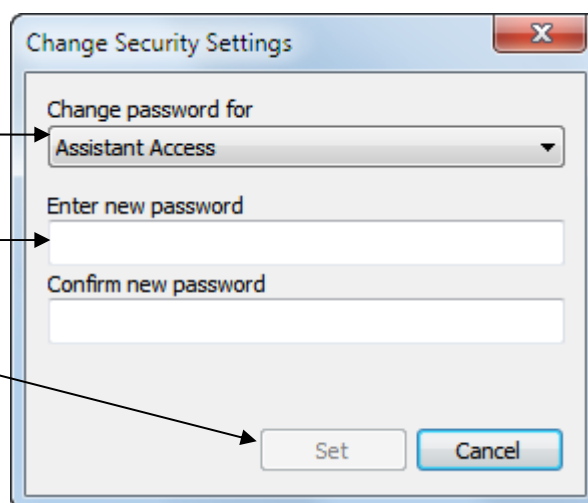
We recommend that you change these passwords when you start to use SuperFox with real data. To change a password you need to be logged in using a Full Access password. Go to the Setting Details form:

1. Go > Home > Setting Details > Setting Details > Press the Security button (bottom of screen)

2. Choose whether to set the Full or Assistant Access password

3. Enter and confirm the new password

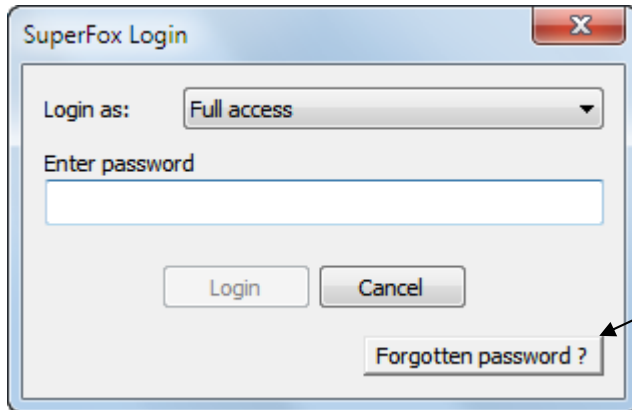
4. Press Set (or Cancel to quit)



Ideally choose a new password for each level of security that you can remember without needing to write them down.

## Forgotten Passwords

If you have forgotten your passwords don't worry, it is possible to reset SuperFox to use the default passwords.



The SuperFox login screen has a 'Forgotten password?' button.

If you have forgotten your passwords then this button will allow you to request and input a code to reset the passwords.

If your local authority provided your copy of SuperFox you will be able to contact them to obtain a password reset key to enter. The passwords will be reset to their default values of:

- Full Access: **superfox**
- Assistant Access: **quickfox**

The reset code that you obtain is specific to your computer, however the passwords themselves are encrypted and stored in the database and backup files. Using the reset code will reset the password for the database file or backup that you are opening at the time. You may need to repeat the process when you open other database files or backups that also have forgotten passwords.

## Passwords Are Database Specific

The SuperFox passwords are now encrypted and stored in the database files. This means that the passwords you need may be different for different database files.

This also means that you will need to supply the appropriate passwords to open another SuperFox database file from the program.

**End**