



The Vault Security Made Easy

Documentation

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Frequently asked questions

FAQ

How can I...

Stop right there, and have a look at [How To Use The Vault](#).

How can I change the Wallpaper background image?

Swipe from the left edge of the screen and choose "Customize" and then "Change Wallpaper".

How can I search for Text *within* an open Note

Tap the Action (hamburger) button and tap "Search".

To continue searching: Swipe Left for "Find Next" and Swipe Right for "Find Previous".

How can I reduce the size of my The Vault database?

If you are storing many Photos in The Vault, your database may quickly grow in size. Here are some tips to reduce that size:

1. When adding Photos from your camera or library, select "1/16th size", instead of "full size". For most purposes you may find that it is not necessary to store a multi-megapixel image.

2a. For Photos already stored in The Vault: long-pressing and selecting "Convert To JPEG" greatly reduces the memory footprint of that photo. If the "Convert to JPEG" option is not available, the Photo is already in JPEG format (which as of release 4.0 is the default format).

2b. For Photos already stored in The Vault: single-tap the photo to show its information bar. Then tap the information bar. The information window will appear that has a slider that lets you reduce the size of the Photo. If you find that you reduced the Photo too much, tap the "Undo changes" button to undo your changes to the Photo and try again.

The Vault is "trying to open" a file/movie/document from Safari/Mail

The Vault is not "trying" to do anything. It is not possible for a third party app to modify the actions of other applications.

When you have a file/document open in Safari (or Mail, or Dropbox, or Files or any app that knows how to communicate with other apps), The Vault is often shown in the list of apps that can handle that file. For example when Safari cannot view a file/movie/document you are trying to open, it tries to help you by showing any other app on your device that *can* handle that type of files. The reason The Vault is shown is that Safari recognized that The Vault can *securely store* the file you have opened.

Why do I have to pay to open a file/movie/document from Safari/Mail

You don't. Please see the answer to the above question.

I previously purchased the SecureBackup/Import/Export/etc feature. Do I have to pay again to reactivate it or to install it on another device?

No. Provided you use the same AppleID on both devices, you can tap "Restore Purchases" to reinstall any previously made purchase, for free. Alternatively, you can just tap Buy and confirm the purchase. After that, a message will popup saying the second purchase is free of charge.

When I use the Secure Backup & Restore feature I can download my data from a website. Is that secure?

Yes. The "website" you are seeing in Safari is hosted *on your own iPhone*. Only on your local WiFi network and only while the Secure Backup page is open on your iPhone.

Can The Vault generate a password for me?

Yes. Tap the Action (hamburger) button and tap "Generate password".

How do I reset / clear / empty The Vault?

To reset The Vault simply delete the app from your device and reinstall it from the App Store. Obviously this will also delete all data stored in The Vault. After reinstalling from the App Store you can reinstall any in-app-purchases by tapping the "Restore Purchases for free" button on the in-app Preferences page. You will not be charged again.

I have a problem with Secure Synchronization.

Please see the dedicated troubleshooting section below.

Need more help?

Please first read on below, and then check: <http://TheVault-app.com>

How to use The Vault

Tip!

By far the best and easiest way to get information on a certain feature, understand how to make the app do what you want, or in general learn how to use The Vault... is to browse the Notes inside the "The Vault - How To Use" Folder. These Notes contain fully interactive examples of how the Vault works and what it can do for you. Because these are working examples, you can play around with them and get a feel for each and every function and feature, see everything in action.

If you cannot find the "The Vault - How To Use" Folder, or if you have previously deleted it --> go to the in-app Preferences page and find the button labelled "Restore 'How-To-Use' Notes".

Secure Synchronization for The Vault

About the feature

Secure Synchronization is a one-time, all-inclusive purchase. There are no subscriptions, no monthly payments. No hidden costs. After enabling Secure Synchronization on one device you can add as many devices as you like, free of charge. Just flip the switch! The Vault's contents will be synchronized across all devices.

Also, if your current device is stolen, broken or lost, or if you are getting a new model iPhone or iPad, just add it to the Synchronization Pool and your Notes will appear on the new device.

This feature is also useful to have a single iPhone, iPad or iPod automatically sync The Vault's contents to Dropbox.

In addition, this feature is extremely useful in combination with AutomaticBackup: with SecureSync enabled, AutomaticBackup will be able to keep weekly, monthly and yearly backups without ever needing to interrupt you. The whole backup process will be completely transparent to you.

About synchronization: some terminology

Synchronization involves some complicated implementation choices. As a user you should not have to worry about most of it, but there are some things that you need to understand.

What is 'Syncing'

Syncing is the smart combining of the data that resides on your various devices in the Synchronization Pool. When you 'sync' a device, it will be updated with the best combination of the data on all your devices.

What is the 'Synchronization Pool'

The Synchronization Pool is the pool of devices (your iPhone, iPad, iPod) that you indicate should sync The Vault's data with each other.

What is the 'First Sync Device'

The First Sync Device is just that: the first device that you add to the Synchronization Pool: It *can* be used to 'initiate' the subsequently added devices. In other words: The Vault's contents of any subsequently added devices *can* be cleared, and refilled with The Vault's contents of the First Sync Device (*after* you give permission. Nothing will be deleted, cleared or synced without your express permission).

If you do *not* give permission, the data on all your devices will be combined. This means that if the same Note was present on more than one device, you will end up with duplicate Notes! Please make sure you

understand this.

Good to know

The Vault won't do *anything* (sync your devices, update your data) without your permission. It will ask you first. If you risk modifying data, it will ask you twice.

Man... this sounds complicated...!

It really is not. Just follow the steps below under "So you want to start syncing" and you should be good. After that syncing is as simple as tapping the sync button.

How does it work

The Vault works under the assumption that you want **your last action to take precedence!**

Let's consider what this means:

Suppose you have an iPod, an iPhone and an iPad that are syncing through The Vault. When you change a Note on your iPhone and then change that same Note on your iPad and then sync all devices, the *iPad* version of that particular Note will take precedence and will be synced to your iPhone and iPod. Why? Because your last action for that particular Note was on your iPad, and *your last action always takes precedence over earlier actions.*

Another example: when you delete a Note from your iPhone and then make changes to that same Note on your iPad and then sync all devices, your last action will take precedence: the Note - as it was on your iPad - will remain on all devices.

So you want to start syncing...

1. First make a backup of The Vault on all devices!

2. Did you make a backup? No? Go and *make a backup!*

3. Ok, so you made a backup.

If you want to assign a First Sync Device - so you can initiate all other devices with the contents of that device - continue with step 4 here. Otherwise continue with step 4 under 'Set up syncing without a First Sync Device'.

Set up syncing using a First Sync Device

4. Decide which device you will make the First Sync Device and make sure any Notes you want to keep are on that device.

5. Now activate Syncing on that device (go to the in-app Preferences page, tap the "Link to Dropbox" button", and flip the "SecureSync" switch to ON).

6. When your First Sync Device reports it has successfully finished syncing, add the other devices to the Synchronization Pool (on each device go to the in-app Preferences page, tap the "Link to Dropbox" button", and flip the "SecureSync" switch to ON).

Important: all your devices that you wish to sync through the The Vault, must use the same passcode! In other words: you *cannot* sync databases that are encrypted with different passcodes (you can change the passcode for any device by tapping the 'Change Passcode' button on the in-app Preferences page).

You're done! From now on you can Sync by just tapping the button. And if you get a new iPhone or iPad, just add it to the Synchronization Pool and your Notes from your other devices will appear on your new device. Also, if you ever run into trouble and have to restore a device, just reinstall The Vault, re-add the device to the Synchronization Pool and select "Merge with online Notes" to have your Notes reappear.

Set up syncing *without* a First Sync Device

4. If you do not want to make one of your devices the First Sync Device, please make sure there are no duplicate Notes between your devices.

5. After you have deleted any duplicate Notes from your devices, you can add each device to the Synchronization Pool (on each device go to the in-app Preferences page, tap the "Link to Dropbox" button", and flip the "Sync iOS Devices" switch). It does not matter in which order, as long as you add them one **after** the other, i.e.: do not add a new device while another device is still busy syncing.

Important: all your devices that you wish to sync through the The Vault, must use the same The Vault passcode! In other words: you *cannot* sync The Vault databases that are encrypted with different passcodes

(you can change the passcode for any device by tapping the 'Change Passcode' button on the in-app Preferences page).

You're done! Syncing will be automatic from now. If you get a new iPhone or iPad, just add it to the Synchronization Pool and your Notes from your other devices will appear on your new device. If you ever run into trouble and have to restore a device, just reinstall The Vault, re-add the device to the Synchronization Pool and select "Merge with online Notes" to have your Notes reappear.

After all devices have successfully synced for the first time...

If you use the SecureBackup feature, **make a SecureBackup of your devices now!**

Why? If you restore one of your devices in the Synchronization Pool to a SecureBackup that was created *before* syncing that device, all Notes in that backup will be considered new Notes: i.e., you may end up with a lot of duplicate Notes. You can prevent this by only using SecureBackups created on a device *after* it has been added to the Synchronization Pool.

Is syncing secure?

Yes!

How so? Syncing requires that The Vault can compare the data on your devices in the Synchronization Pool. To make this secure, The Vault transfers only 256-bit AES encrypted data and does the comparison locally, on your device. No sensitive data is sent unencrypted, *ever!*

But what if someone hacks Dropbox? Even *if* Dropbox were to be hacked (extremely hard), *and* the hacker managed to break the encryption that Dropbox itself uses to store your data (next to impossible), what they would get access to is your 256-bit AES *encrypted* data! Good luck with that.

Troubleshooting syncing

Prevent trouble: backup your data!

Syncing for the first time takes a long time

If you store only text in The Vault, syncing is fast. If you store a lot of photos and other data, the first sync may take a long time. After that only changes will be synchronized and the process will be faster.

Syncing sometimes doesn't finish

If for some reason a syncing session takes a very long time, your connection may time out. If there appears to be no progress for 1 or 2 minutes The Vault is either uploading or downloading a very large file, or the synchronization session indeed timed out.

At any time during a syncing session you can always abort synchronization by tapping the Sync button. If you tap the Sync button again, a new session will begin, that will take off where the first session ended.

I often get: 'Sync may have timed out'

See above. The most important thing is: don't worry. Your connection may drop for numerous of reasons and sync may time out. Just tap the Sync button to (abort the timed-out session and then) restart syncing. You won't lose any Notes and it will *not* just start-all-over-again: the new session will take off where the previous session ended.

Do I always have to manually Sync by tapping the Sync Button?

No, you don't. If "Background Syncing" is enabled on the in-app Preferences page, The Vault will sync your device in the background. Note that The Vault is smart about when to sync: it will always sync when you changed, added or deleted a Note on the device. If there are no changes, it will sync once a day to check for changes on other devices. If you are syncing only one device to Dropbox, it will skip this once-a-day-check.

So I *never* have to manually Sync?

Only when The Vault asks you to do so, or when you know you want to sync with your other devices *now**. For example you may want to manually sync your iPhone when The Vault has already performed its once-a-day sync, you have made no changes on your iPhone, but know that you have made changes on your iPad, that you need on your iPhone *now**.

Why does The Vault ask me to perform a manual Sync?

Sometimes during a Sync session The Vault needs to ask you a question, for example because an error occurred or because many Notes are about to be changed or deleted. During a background Sync, The Vault

cannot ask you any questions because it has no access to the screen. Because it cannot ask for your help or permission, it will abort the background Sync session and wait for you to open The Vault again.

Failed: Not all devices use the same passcode

On the failing device, go to the in-app Preferences page and change the passcode to that used on the other devices. Make sure all passcodes are the same for all devices that you wish to sync through The Vault.

Syncing finished for the first time, but I think not all my photos and other data were successfully transferred.

If you store a lot of photos or other data, it is likely that not everything will be successfully transferred at once (your connection may drop, or a phone call or message may come in).

Don't worry, The Vault will catch up later. The next time it syncs, it will automatically start with the missing bits, skipping everything that has already been transferred. Whether all photos and other data were transferred or not, when the first time sync says it's finished, you can go ahead and add other devices to the Synchronization Pool..

I did not read all the above and just started syncing and now everything is one big mess with duplicate Notes all over the place. How do I start with a clean slate?

1. First make sure you have one device (iPhone, iPad, iPod) that holds all Notes and data you want to keep.
2. Then go to the in-app Preferences page and tap "Delete data from Dropbox". (Alternatively, go to your Dropbox folder on your Mac or PC, locate the 'Apps' subfolder and from that folder delete the 'theVault' subfolder, either will work).
3. Now sync the device you prepared in Step 1 and when asked, make it the First Sync Device.
4. When The Vault says it is done syncing, sync your other devices, and when asked, select the option 'initiate this device with the data from the First Sync Device'. Make sure you sync your devices one by one: wait for each device to finish syncing before starting to sync another device.

I get the message: "Found online version of this device with more Notes than available locally. Assuming you may have reinstalled The Vault. What now?"

When you have only a few Notes in The Vault (less than 10) and you have a previously synced secure copy of your device's data on Dropbox that has *more* Notes, The Vault recognizes that it is possible that you (accidentally) deleted and reinstalled The Vault and therefore have less Notes on your local device than on Dropbox. You now have 3 options:

1. "DELETE online Notes": this will first delete the *online* data for the *current* device (deleting the extra Notes and files that are there), and then perform a normal syncing operation. Thus: The Vault will keep the *local* version of your data, and then merge with whatever is in any of your other devices.
2. "MERGE with online Notes": if you tap this button The Vault will first add all data from that previously synced secure copy of your device's data on Dropbox to your local database, and then continue to sync with any other devices that it finds in your Synchronization Pool.
3. Abort syncing: if you tap this button nothing will be changed. You have time to consider your options and for example read this help text. If you sync again, you will get the same question.

On my Mac or PC I sometimes get a notification that a file in The Vault's folder on Dropbox has been changed - when I am not currently synchronizing or not even running The Vault?

The Vault synchronizes your data in the background so everything is "just there" when you need it. Therefore dropbox notification may come in when you are not actively using The Vault.

Note that you can disable background syncing on the in-app Preferences page (not recommended). Also note that you can determine whether The Vault should only sync using WiFi, or also using your cellular network (edge, 3G, 4G etc).

In the 'Apps' folder in my Dropbox, there is now a folder called 'theVault/SyncFolder_DoNotTouch'. What do I do with this folder?

This is where The Vault stores its sync data. Whatever you do, *do not touch* this folder! Do not manually add, change or remove files from this folder, unless expressly told to do so! It will mess up syncing and may cause loss of data!

The Vault will not store, access, or modify files in any other folder. This folder is the *only* folder that The Vault uses, please leave it alone.

I deleted a Note with a photo or other Secure Data object, and performed a Secure Sync, but I think the file is still there on Dropbox. Is that possible?

The Vault has marked your file to be deleted. The actual removal from Dropbox takes place when all devices have successfully synced with Dropbox and confirmed deletion. Even then deletion may appear to take some time. The way Dropbox works is that even if you "delete" a file, it is actually still there. Rest assured that files you delete, will be really deleted eventually. Please don't worry about the encrypted data in the 'Do Not Touch' folder, it is managed by The Vault and The Vault will do what you tell it to, just not instantaneously.

SecureSharing Notes with other Vault users

About the feature

SecureSharing allows to you share the contents of a Note, including any SecurePhotos or other Data, with another Vault user... *securely!*

If you for example wish to share a username and password with a colleague, spouse or friend, you don't want to send it in plain text over email for everyone to read. Using SecureShare, you can now send this information securely, directly to their Vault. You can send just the Note or part of a Note that you wish to share. No other data gets shared. Your Vault passcodes do *not* have to be the same, and you do *not* have to hand-out your Vault passcode or have to ask for theirs.

You can securely share a Note over email or even as a simple text message! You can protect the SecureShare with a temporary password and you can set an expiration date, so that the SecureShare become inaccessible after for example 1 hour, or several hours or days.

SecureShare Note-text via SMS

Open the Note that you wish to share, and optionally select a subset of text to share. Then swipe from left edge of the screen to access the Action menu, tap SecureShare via SMS, and set a temporary password and expiration date. Then simply tap the SecureShare button. If you are sending a lot of text, The Vault will warn you and give an estimate how many Text messages will be sent. Longer texts are often better shared via Email.

SecureShare Note-text via Email

Open the Note that you wish to share, and optionally select a subset of text to share. Then swipe from left edge of the screen to access the Action menu, tap SecureShare via Email, and set a temporary password and expiration date. Then simply tap the SecureShare button.

SecureShare text & documents as a Bundle

Open the Note that you wish to share, and optionally select a subset of text to share. Then swipe from left edge of the screen to access the Action menu, tap SecureShare as Bundle, and set a temporary password and expiration date. Then simply tap the SecureShare button. Any SecurePhoto or other Document on the Note will be bundled with the SecureShare and sent to the recipient as well.

Working with Notes in The Vault

Adding Notes

To add a Note, tap the + button. Alternatively, you can enter the title for a new Note and then tap the + button to create a Note with that title.

Deleting Notes

From the main screen you can delete Notes using the swipe gesture. In addition you can delete the Note you are currently editing by tapping 'Trash'.

Searching for content

Searching for Notes

The preferred way to access the contents of your vault is by using the search textfield.

When The Vault starts, it will always show the keyboard and make sure the search textfield is selected so you can start searching immediately.

While you enter text, The Vault dynamically updates the search results. It will sort the result by relevance: Notes with a title starting with your search term at the top, followed by Notes with a title that contains your search term, followed by Notes that matched your search term anywhere in the full text.

Full text searching within a Note

You can search the full text of a note *from within* the Note by tapping the Action (hamburger) button and tapping "Search". After searching, swipe left and right to jump to the next or previous search results.

Working with Photos

Adding photos

You can securely store any photo from your camera roll in The Vault. After having placed it in The Vault you can delete it from your camera roll if you want.

Alternatively, while using The Vault, you can take a photo with your camera and add it to The Vault directly, without it ever being stored in your photo library.

Each Note can hold multiple photos. If you need more space just keep tapping 'Return' to add empty text lines until enough space has been added to the bottom of the Note.

Deleting photos

To delete a photo from a Note tap and hold (long press) the photo until the 'Delete' button appears.

Dragging photos

On the in-app Preferences page you can choose between dragging photos with one or with two fingers. Why this choice?

Even though dragging with one finger is easy, when several photos cover the Note, dragging the Note itself can be difficult. And dragging with two fingers is also easy, see below.

One-finger photo dragging

Just touch and drag - it's easy.

Two-finger photo dragging

Start the drag by touching the photo with two fingers. You can *continue* dragging with one finger!

Exporting photos

To Camera Roll

To export a photo from a Note, tap and hold (long press) the photo and select 'To Roll' to export the photo to your device's camera roll.

To Clipboard

If you select 'To Clipboard', the photo is placed on the clipboard and can be pasted into any program that can handle clipboard images, including Mail. Using this option you can also copy-paste *all* photos from a Note at once.

To Dropbox or the Files app etc...

Select 'Open in...' to export the photo to Dropbox or the Files app (the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps). Note: The Dropbox or other sharing app you want to send the data to, must be installed on your device.

To E-mail

Select 'To E-mail' to send the photo as an e-mail attachment to a recipient of your choice. By default the app will add the textual content of the Note to the body of the email. If you do not want this, you can disable this behaviour on the in-app Preferences page. (Whatever you choose there: you will always get the chance to

edit the text of the e-mail before it is sent, or the Delete the e-mail all together, without sending it). On the in-app Preferences page you can also optionally set a default e-mail recipient; for example yourself.

Adding a description or filename to a photo

You can add a description and a user-defined filename to a photo on a Note by tapping it and then tapping the information bar that appears at the bottom of the screen.

Working with SecurePDFs

Adding PDFs

After activating (=purchase) the SecurePDF & Data feature, you can send PDFs to The Vault directly from Safari, Mail or from apps such as DropBox or the Files app (the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps), with the touch of a button.

When securing a PDF, The Vault will open as usual - and ask for your passcode.

You will be shown the main screen with a banner indicating 'Securing Linked Document'. You can search for Notes, select a Note or create a new Note like you are used to. When opening the selected or new Note, the linked document will be automatically added to it.

After the PDF had been added to the Note, the unencrypted content that was passed to The Vault is deleted, and your data is now secure.

You can add multiple PDFs to a single note. It is also possible to add both PDFs and Photos to a Note.

Viewing securePDFs

SecurePDFs are shown on your Note and can be dragged around just like Photos.

They can be viewed - full screen - directly from within The Vault: double tap a PDF document opens a PDF viewer so you view the document without leaving The Vault.

Password-protected PDFs

Even though using password-protection does not offer any additional security over the encryption used in The Vault, you may still want to store a PDF that was password-protected in the first place. Therefore, the Vault fully supports the storing and in-app viewing of password-protected PDFs. The Vault can even, securely, store the password to the PDF, so you don't have to type it each time you want to open it in The Vault. The Vault decrypts the PDF on the fly each time you open the document: therefore, if you export a password-protected PDF out of The Vault, for example by email, the original password-protection layer will be untouched.

Exporting securePDFs

To Printer

When viewing a securePDF in The Vault, you can print it to any AirPrint compatible printer.

To Dropbox or the Files app etc...

Tap and hold (long press) the PDF icon on the Note and select 'Open in...' to decrypt the securePDF and export it to Dropbox or the Files app (the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps). Note: The Dropbox or other sharing app you want to send the data to, must be installed on your device.

To E-mail

Select 'To E-mail' to decrypt the securePDF and send it as an e-mail attachment to a recipient of your choice. By default the app will add the textual content of the Note to the body of the email. If you do not want this, you can disable this behavior on the in-app Preferences page. (Whatever you choose there: you will always get the chance to edit the text of the e-mail before it is sent, or the Delete the e-mail all together, without sending it).

On the in-app Preferences page you can also optionally set a default e-mail recipient; for example yourself.

Adding a description or filename to a PDF

Just as with photos, you can add a description and a user-defined filename to a PDF on a Note by tapping it and then tapping the information bar that appears at the bottom of the screen.

Working with SecureData

Adding Documents & Other Data

In addition to securing PDFs you can securely store *any* kind of document or data. Adding documents or data works the same as adding PDFs, please see "Working with SecurePDFs"

Important:

The Vault recognizes documents you send to it by their extension (see below): make sure you get them right!

Viewing secureData

The Vault can show PDFs and *some* other types of documents - but not all.

Viewable documents:

- .pdf - Adobe PDF
- .xls - MS Excel (Office 97 format)
- .ppt - MS Powerpoint (Office 97 format)
- .doc - MS Word (Office 97 format)
- .key - Apple KeyNote (iWork '09 format)
- .pages - Apple Pages (iWork '09 format)
- .numbers - Apple Numbers (iWork '09 format)
- .rtf - Rich Text format

If viewing of iWork documents does not work:

Try compressing them and send the .zip file to The Vault. Eg: if "MyPresentation.key" cannot be viewed, compress it and send "MyPresentation.key.zip" instead (keep *both* extensions in the name of the file!).

And vice versa: if you are sending "SomeData.key.zip" and viewing does not work, try decompressing and sending the .key file instead.

Adding a description or filename

Just as with photos and PDFs, you can add a description and a user-defined filename to any document or data file on a Note by tapping it and then tapping the information bar that appears at the bottom of the screen.

When editing a filename, make sure you get the extension correct!

Working with Folders

Any Note that is not assigned to any folder, will be placed in a folder called 'Unfiled'.
(On the in-app Preferences page you can change the name of this special folder to something else if you like).

Creating a new folder

To create a new folder, on the main screen that shows all your folders, tap the + button.

Moving Notes to a different folder

When editing a Note you can tap the 'select folder' button in the top right of the edit screen: a drop down menu will appear from which you can select an existing destination folder.

Renaming a folder

On the main screen tap the folder you want to rename. Then tap the folder name itself, at the top of the screen. You can now edit the folder name.

Merging folders

To merge folders just rename a folder to an existing folder name. For example when you rename 'Folder A' to 'Folder B', if 'Folder B' already exists, all Notes in 'Folder A' will be moved to 'Folder B'.

Deleting folders

You can delete a folder *including all the Notes it contains* by using the swipe gesture on the main screen.

When deleting a whole folder, you will have to confirm deletion before the folder is actually erased. If the folder contains more than 10 Notes, you will have to confirm twice, before the folder and its contents are deleted.

It is not possible to delete the 'Unfiled' folder. This is your default Folder. You can however rename this folder. Look for the Default Folder settings on the in-app Preferences page.

Importing external content

About the Import feature

If you have a lot of passwords, login credentials or other information that you would like to store in The Vault, you can spend \$1.99 once, and have The Vault import them automatically. You can however also enter all your existing passwords and credentials one by one by hand. This is more work, but you will end up with the same end result (provided you make no typos).

Preparing your data for Import

The easiest way is to prepare your data using Numbers, Excel or TextEdit, and save your data as a either 'comma-' or a 'tab-separated' file. It is recommended, but not required, that the first row of data contains header titles.

The header titles can be anything you like. However: The Vault will look for a header title named "Title" and, if found, use whatever is there as the title for that Note.
(See examples below)

If there is no header title named "Title" (or no header titles at all), The Vault will use the *first* field as the title field.

Likewise, The Vault will look for a header title named "Folder" (or "Type" or "Category" or "Group"), and use whatever is there as the folder for that Note (if folders are enabled).

Things to know:

1. The Vault will create one Note for *each row* of data.
2. you can have as many columns (lines per note) and as many rows (number of Notes) as you need.

Example of a comma-separated file format:

```
"Title", "Username", "Password", "Folder"  
"CreditCard", "John", "1234", "Feb 12"  
"Citi", "JohnD", "CitiSucks", "hard"
```

Example of a tab-separated file format:

```
Title[TAB]Username[TAB>Password[TAB]Folder  
Creditcard[TAB]John[TAB]1234[TAB]Feb 12  
Citi[TAB]MNTLY[TAB]SRVCCHG[TAB]sucks
```

Replace [TAB] with an actual tab.

Again: while it is recommended to include "Title" and "Folder", header titles per se are optional, and if present can be anything. i.e.: they do not *have* to include "Title", "Folder", "Username" or "Password".

Importing your data

To import your data you need to be connect to WiFi. Please note that you do *not* need to be connected to the Internet. The data is uploaded from your computer to your iPhone or iPad via the local network; it is *not* transferred via the Internet (unplug your router's WAN connection if you want).

The actual importing is easy:

1. tap the 'Start server' button in The Vault's in-app Preferences screen.
2. on your computer, open a browser and surf to the address shown on your iPhone/iPad.

Then just follow the instructions, and preview your imported data before actually storing it in The Vault.

Transferring data from Keeper

To export your data from Keeper:

1. go to "Sync"
2. select "FTP Import & Export"
3. select "Plaintext Export"

Your data will be exported to a file called "Keeper.txt" on an FTP server of your choice. If you don't have access to an FTP server, you can download Filezilla Server (it's excellent & free!) and temporarily host an FTP server directly from your computer)

Transferring data from SplashID

To export your data from SplashID:

1. in SplashID choose "Export to CSV"

This will create a .csv file that can be directly imported into The Vault

Transferring data from 1Password

To export your data from 1Password:

1. Choose: File menu / Export All / Text file...

This will create a tab-delimited .csv file that can be directly imported into The Vault

Unencrypted export of all content

About the Export feature

If you want to export all of content from The Vault and don't like manual copy-pasting, you can have The Vault export it for you automatically.

The textual content of all Notes will be exported to an unencrypted, comma-separated, header-titled file, that can be directly read by for example Numbers, Excel or TextEdit.

Your photos will be exported conveniently bundled in one easy-to-handle zip file.

Likewise, all securePDFs can be exported, and will be bundled in a separate, easy-to-handle zip file.

How to export

On the in-app Preferences page, tap the button labelled 'Start server to export data'. Then just follow the on screen instructions - it's easy!

Secure Backup & Restore

If you store important data, you need backups. Always!

But especially so for the often irretrievable kind of data stored in The Vault.

Do not wait until a simple iOS update wipes out or corrupts your data. Do not wait until your device is broken, lost or stolen. Do not wait until the point where you *wished* you could go back in time and spent \$1.99 - once - to get all your passwords, login credentials and other data back.

Please backup your data!

About the feature

This option allows you to keep multiple, secure, backups of all your data in The Vault.

The backups are easy to handle, fully encrypted packages, that you can safely transfer and store anywhere. You can restore to any backup package at any time, or install a backup package on any number of other devices - no limitations.

This option is most useful in combinations with services such as iCloudDrive, Dropbox or the Files app, but does not *require* any such services: you can also download the backups directly to your Mac or PC.

Note: the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps.

How to backup

On the in-app in-app Preferences page, tap the button labelled 'Create Secure Backup'

To backup to a local Mac or PC over WiFi: tap the corresponding button, and then just follow the on screen instructions.

To backup to Files.app, to Dropbox or any other file-sharing app: tap the corresponding button, and the Backup Bundle will be send to the selected application.

Note: the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps.

How to restore

From the Files app, your Dropbox or other sharing app, locate the SecureBackup Bundle, tap it and select the option "Open in The Vault". The Vault will open and - after you entered your passcode - ask permission to restore to the backup.

Note: the Files.app gives access to your iCloud Drive, but also to your Dropbox and other file-sharing apps.

Alternatively, to restore from a local Mac or PC over WiFi: On the in-app Preferences page, tap the button labelled 'Restore to Secure Backup'. Then just follow the on screen instructions.

Automatic SecureBackup

Because backing up is so important, The Vault automatically keeps weekly, monthly and yearly backups of your data for you. Every time an automatic backup is finished, the app will ask you to store it somewhere.

If you use the SecureSync feature, The Vault will be able to store to automatic backup without your help, making the whole process completely transparent to you. After enabling SecureSync, all you have to do to keep your data safe is... nothing. Quite literally.

If you don't want to use the Automatic SecureBackup feature, you can disable it on the in-app Preferences page. However we strongly recommend that you keep this feature enabled. There *will* come a time when you find that you need a backup to restore access to all your confidential information.

On security

For the technically interested

The Vault uses PBKDF2 key derivation and HMAC+SHA256 Encrypt-then-MAC authenticated 256-bit AES encryption, using CommonCrypto functionality only. All cipher and MAC worker keys, as well as all salts and IVs, are purely random data, generated by SecRandomCopyBytes. Keys and IVs are never reused. Each singular piece of data in the app is encrypted with a unique random encryption key, and authenticated with a unique random HMAC key.

Why a 1 hour lockout ?

An attacker gaining access to your data really stands no chance of decrypting its contents. He or she cannot just try combinations of 5 characters (the minimum passcode length) and be done, because every single piece of data is encrypted with a unique and much longer, more secure hash, computed in a process called password-based key derivation. The Vault *never, ever* stores your passcode. And neither does it store the derived cipher keys.

What if an attacker steals my device?

In theory, an attacker gaining physical access to your iPhone or iPad, could use The Vault to sequentially try several passcodes in an attempt to gain access to your data. However, after 10 failed attempts at guessing your passcode, The Vault will be locked for 1 hour.

Let's work out what this means:

Suppose you use only the numbers 0-9, and use the minimum passcode length of 5. And suppose the attacker knows this: on average this attacker would need almost a year to find your passcode - provided he works 24 hours a day, 7 days a week.

If you use both letters and numbers, his great-great-great-grandson may be able to finish the job. If you use a longer passcode this time exponentially increases.

And what about auto-destruct ?

To further increase security, you can instruct The Vault to erase its contents after 30 failed attempts of entering your passcode.

You, the legitimate user, can restore your data from a backup; the attacker lost his chance of getting access to your confidential information.

Q: What if my 3-year-old son or drunken roommate enters 30 wrong passcodes, like "for fun"? Will all my data be erased?

A: Well, he would have to be really persistent, because after 10 attempts there is a 1 hour delay. Then after the next 10 there is another hour delay. Only when he gets to 30 attempts will your data be erased.

All that said...

The Vault uses sophisticated intrusion- and data tampering-detection techniques that will easily keep prying eyes out of your data.

However... The Vault needs to simultaneously make it very easy and quick for you, the legitimate user, to access your confidential information, and at the same time make it very hard for an attacker to breach the security measures that keep him or her away from your encrypted data. Those are opposing goals. In the end, you should view the encryption and its implementation as two separate factors, and you should consider the implementation to be the weakest link: A sufficiently funded and sufficiently determined attacker will in all likelihood be able to find a way to bypass the 1 hour lock down and the auto-destruct protection. To be clear, we have made this very difficult, and it would take someone with considerable skill; and more importantly this would give him or her access to your *encrypted* data, not to your actual unencrypted confidential information. But, this brings us to the important conclusion that *you* quite literally hold the key to the security of your confidential information: in the end, the final layer of protection is your 256-bit AES encrypted data. You hold the key to its cryptographic strength:

Trust only the encryption:

1. The single most important thing you can do to protect your data is to **choose a long master passcode!**
2. **Keep that master passcode safe!** Don't use it anywhere else! Remember it! And make sure no one can see you enter it (TouchID is great for this!).

How to choose a good master passcode:

1. Make it long. 10 characters is good. The longer the better.
2. Make it random. A mix of lowercase and uppercase characters with numbers and special characters. For example: 'iN_Qed-99DoV'.
Not your birthday, not your dog's name, not a dictionary word. Not 4 dictionary words (not even 'CorrectHorseBatteryStaple'). Not a repetitive pattern. Not part of a known entity or text such as Pi, the Fibonacci sequence or the Bible. Not the first letters of your kids names plus their year of birth, etc.

Terms of use

Thank you for using The Vault! As you can tell from the above, we take data security very seriously. By using The Vault you agree to our terms of use.

The key points are simple:

1. Because we cannot look into the future, we cannot 100% guarantee that the encryption algorithms used by The Vault will never be broken. (Although it will be all over the news when people break AES-256).
2. Because we are human, we cannot 100% guarantee that we will never make a coding or other error that makes your data vulnerable to possible decryption, corruption et cetera.
3. While we will strive to ensure the app functions optimally and is available to you 24 hours a day, we shall not be liable for any loss or liability incurred by you as a result of loss of access to or availability of your data, or any suspension of, or interruption to, the operation of the app.
4. If you store important data you need backups. Always. You acknowledge the need to make SecureBackups - or otherwise ensure the successful backup - of the data in your Vault.

For the complete Terms of Use and our Privacy Policy, see: <https://TheVault-App.com/TVLegal.pdf>

If you can live with these terms, you are welcome to use The Vault!

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