

NCMail: Netscape 7.2 Removing Saved Password Guide



Revision 1.0
03/21/2007

This document covers the procedure for removing a saved password in Netscape 7.2. It is against state security policy and basic best practices to save your password in any application. Once you have removed your saved password, Netscape 7.2 will prompt you for your password each time you open the program (once per session).

The syntax used in this document is as follows:

Boldface = Names of input fields such as text and check box names.

Boldface and Italics = Input expected from user.

If you have any questions please direct them to your local Customer Service Center, Helpdesk or Local NCMail administrator

If your questions cannot be answered by your local contact, your local contact can open a ticket with the ITS Customer Service Center by telephone at 919.754.6000 or 1-800-722-3946 or email at ITS.incidents@ncmail.net.

Our staff will be happy to answer any of your questions.

Removing Saved Password

The first step in removing a saved password in Netscape 7.2 is opening the program. To accomplish this you will need to navigate to the Netscape 7.2 icon on your computer and click the icon/menu as shown in Figure 1.

Open Netscape 7.2

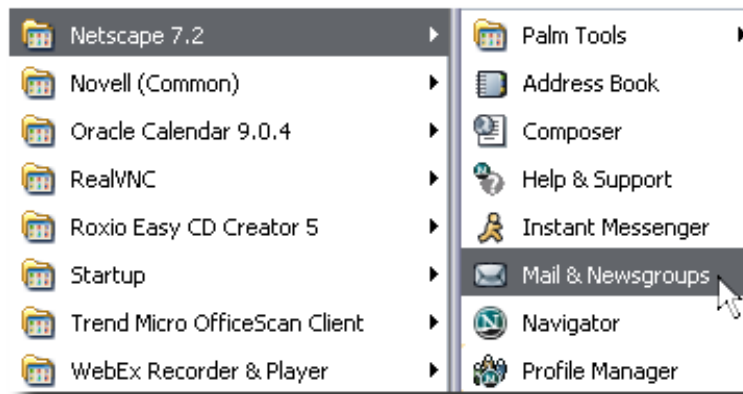


Figure 1

Once Netscape is open click on **Edit, Preferences** as shown in Figure 2.

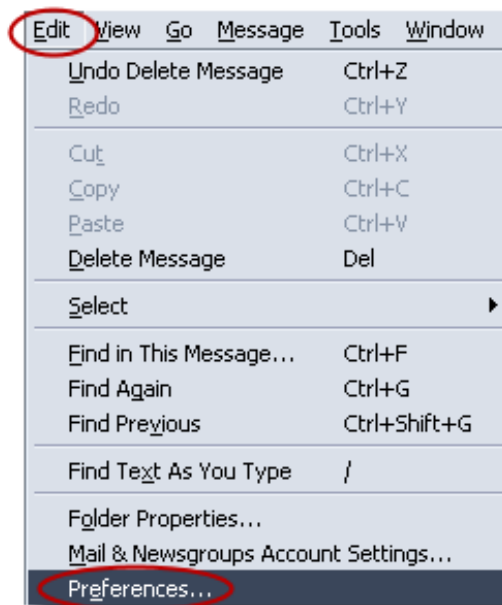


Figure 2

Click on the **Privacy and Security** menu item, click on the **Passwords** menu item then uncheck the **Remember Passwords** check box. This

will stop Netscape from remembering any passwords you use in Netscape from this point on. Click on the **Manage Stored Passwords** button as shown in Figure 3.

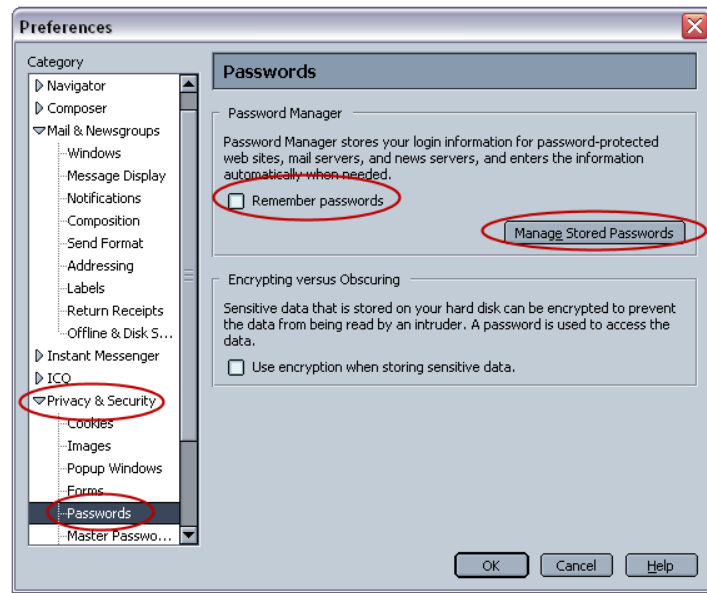


Figure 3

This will open the **Password Manager** window. Click on the **Passwords Saved** tab. Click the entry with the saved password you wish to remove (under **Site**). Once it is selected click the **Remove** button as shown in Figure 4.

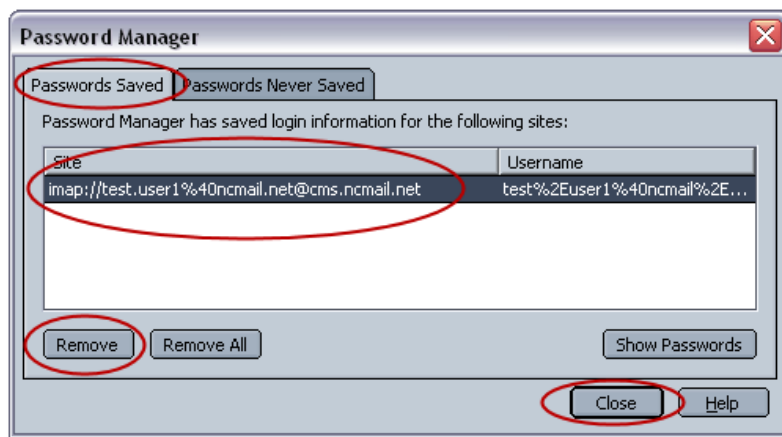


Figure 4

Click **Close** on the **Password Manager** screen then click **OK** on the **Preferences** screen. You will now be prompted for your password each time you start Netscape 7.2.