

## Overview

If your Mac is eligible, you just need to enable FileVault, choose an unlock method, and set a few other options. Once enabled, files are encrypted as they are added.

Macs that are managed by WashU IT are encrypted. If you need access to your FileVault key, please contact the WashU IT Help Desk.

## Requirements to Use FileVault

### 1 Correct Mac OS Version

OS X 10.7 Lion or newer

#### a Check Your OS Version

1. Go to the **Apple** menu.
2. Select **About This Mac** and the version will appear beneath "macOS".

### 2 Administrator Access

#### a Check Your Access

1. Go to the **Apple** menu.
2. Select **System Preferences**.
3. Select the **Accounts** icon.
4. Admin is listed under accounts with administrator privileges.

### 3 Power and Mac State

Encryption occurs only while plugged into a power source and in the Awake Status.

#### a Prevent Your Mac From Sleeping

1. Go to the **Apple** menu.
2. Select **System Preferences**.
3. Select **Energy Saver**.
4. Select the **Power Adapter** tab and then slide the timer to **Never**. Don't forget to reset it when you are done encrypting.

## Enabling FileVault

If you meet the requirements in 1, 2, and 3, and your mac is plugged into a power source, follow the steps below.

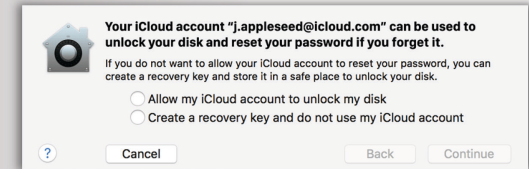
1. Go to the **Apple** menu.
2. Select **System Preferences**.
3. Select **Security & Privacy**.
4. Select **FileVault**.



5. Select the **lock** icon to unlock it.
6. Enter admin name and password.
7. Select **Turn On FileVault**.



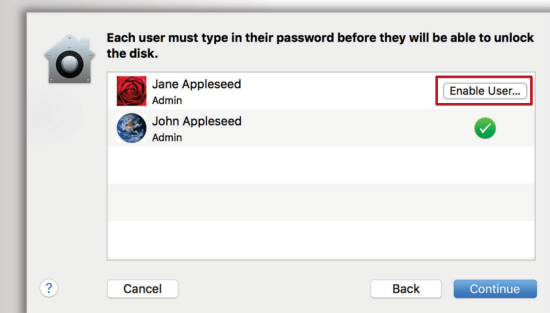
8. Choose how to unlock your disk and reset your login password if you forget it.
  - Use your iCloud account OR
  - Create a recovery key. Write down the recovery key, or take a photo with your phone (be sure your phone is set up to use a passcode to unlock), and keep it in a safe place.



9. Select **Continue**.
10. If your Mac has multiple users, each account that needs login access will need to be enabled. You will need to know the associated password for each account, or have the user enter it during this process. If you don't know the password, the account can be enabled later from an administrator account. (see *Enabling Users After Encryption*).

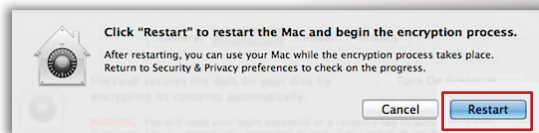
To enable users immediately:

- a. Select **Enable User** next to each account that you'd like to enable.



- b. Enter that user's password.
- c. Select **Continue**.

11. Select **Restart** to begin encryption.



**Do Not** turn off FileVault until the initial encryption is complete. You can use your computer while your drive is being encrypted.

## Enabling Users after Encryption

1. Go to **Apple** Menu.
2. Select **System Preferences**.
3. Select **Security & Privacy**.
4. Select **FileVault** tab.
5. Select the **lock** icon to unlock and make changes (must be admin).
6. Select **Enable Users**.
7. Select **Enable User** for each user that needs access and enter the login password (or have the user enter it).
8. Select **Continue**.

### Lost your password?

- The recovery key will unlock your Mac.

### Lost your recovery key too?

- Data recovery is not guaranteed.

## Lost/Forgotten Password

Use the recovery key instead of your password.

1. Select the **question mark** in the password field.
2. Select the **arrow** next to “If you forgot your password, you can reset it using your Recovery Key”.
3. Enter your Recovery Key then click enter on your keyboard.

Once logged in, don't forget to change your password.

## Disabling FileVault

1. Go to the **Apple** menu.
2. Select **System Preferences**.
3. Select **Security & Privacy**.
4. Select the **lock** icon to unlock and make changes (must be admin).
5. Select **Turn Off FileVault**.



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INFORMATION TECHNOLOGY

Contact the WashU IT Help Desk at  
314-933-3333 if you need assistance.

## Encrypt your Mac with FileVault



FileVault, a Macintosh Encryption program that scrambles data so only someone with the right encryption key can unscramble and read it.