

IDP

Safenames

User Manual

v3.0

Section 2:

Domain Management

www.safenames.net

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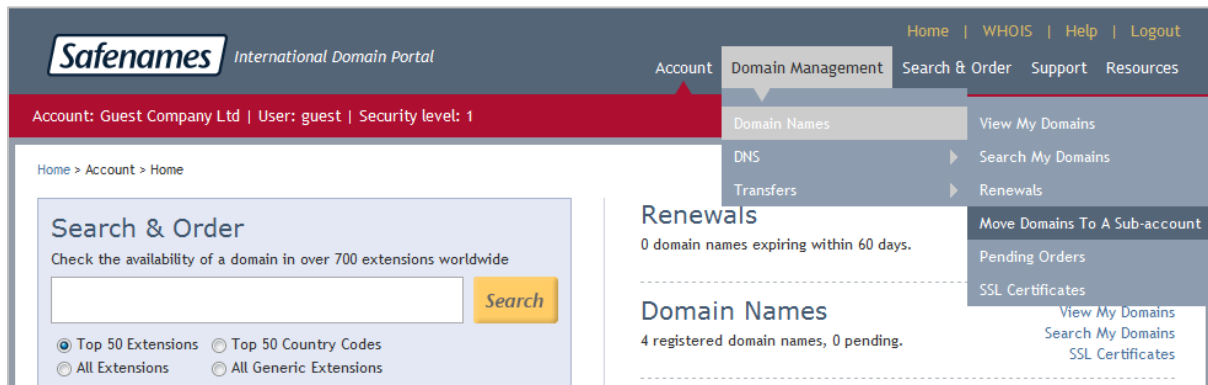
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Domain Management

Move or Push Domains Between Accounts

This section allows the user to move domains between sub-accounts; for example between two business units, or to a different sub-account when the domain has been transferred to a new registrant.

Login to your IDP, and from the Domain Management / Domains Menu, select “Move To Another Sub-account”.



Step 1: Select the Source sub-account from the dropdown menu this will list all domains in that account.


Step 2: Highlight the domain or domains you wish to move.

Step 3: Select the Destination sub-account you wish to move the domains to.

Step 4: Accept Safenames Terms and conditions.

When you are ready, click the “Move Domains” button to mover the domains to the destination account.

For COM / NET / ORG / INFO / BIZ domains this process will also update the WHOIS contact details to show the domains have changed ownership.


International Domain Portal

[Home](#) | [WHOIS](#) | [Help](#) | [Logout](#)

[Account](#)
[Domain Management](#)
[Search & Order](#)
[Support](#)
[Resources](#)

Account: Guest Company Ltd | User: guest | Security level: 1
Cashpot balance: £0.00 | [Wire Transfer](#) | [Top-Up](#) | [History](#)

[Home](#) / [Domain Management](#) / [Domain Names](#) / [Move To Another Client](#)

Move Domain Names To Another Client

Step 1: Select client to move domain names from

Select the client you want to move the domain names *from*.

Guest Company Ltd

Quick Search

Step 2: Select domain names to move

Select the domain names to move to another client from the list below.
(Use CTRL and click with the mouse to select multiple domains.)

guestcompany.ch

guestcompany.co.il

guestcompany.co.nz

guestcompany.ie

Step 3: Select client to move domain names to

Select the client you want to move the selected domains *to*:

Guest Company Ltd

Quick Search

Step 4: Terms & conditions

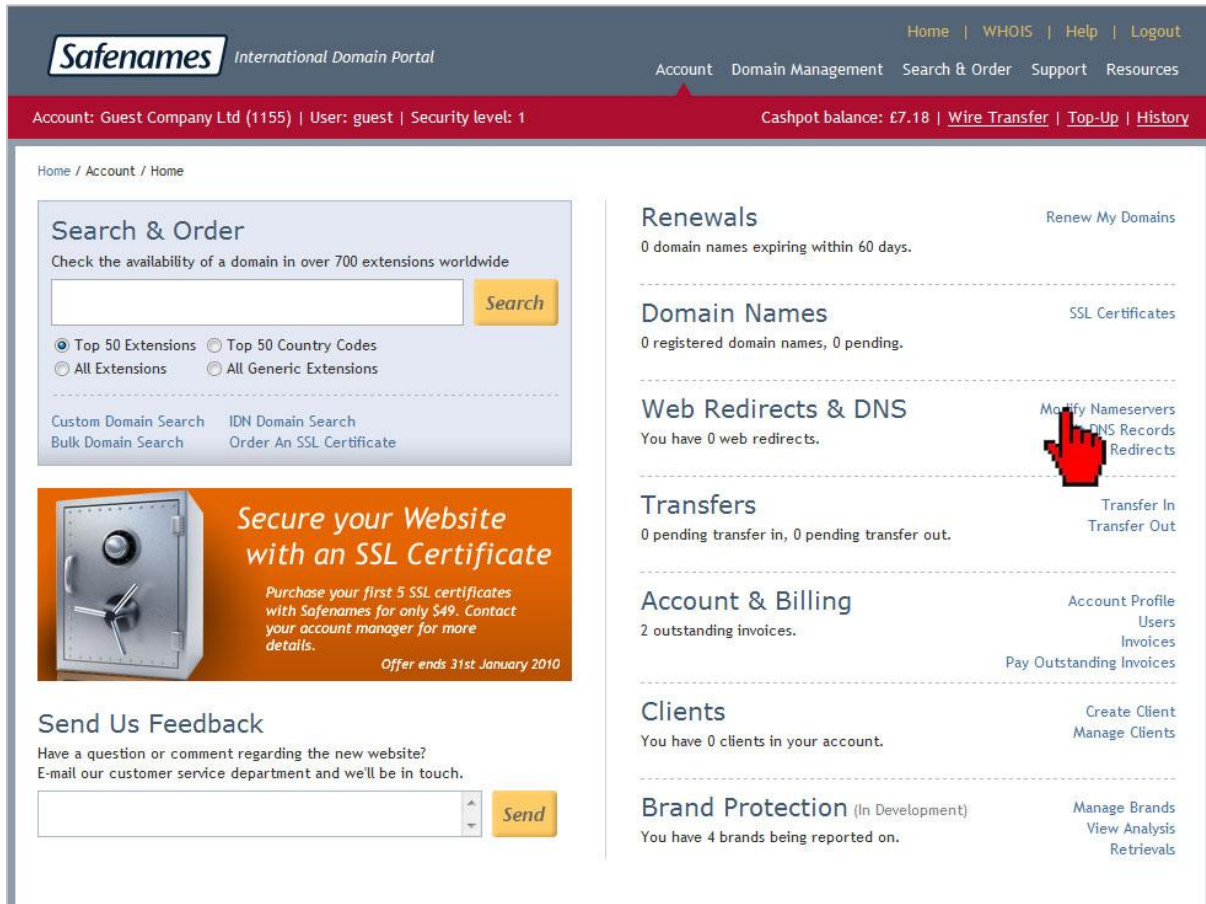
Please confirm that you have read and accept the terms and conditions by placing a tick in the box below.

☒ To read the terms and conditions please [Click Here](#)

Move Domains

Modify Nameservers

To change your domain's nameservers, select Modify Nameservers from the home page.



Safenames International Domain Portal

Home | WHOIS | Help | Logout

Account Domain Management Search & Order Support Resources

Account: Guest Company Ltd (1155) | User: guest | Security level: 1 Cashpot balance: £7.18 | [Wire Transfer](#) | [Top-Up](#) | [History](#)

Home / Account / Home


Search & Order

Check the availability of a domain in over 700 extensions worldwide

 [Search](#)

☒ Top 50 Extensions
 ☐ Top 50 Country Codes
 ☐ All Extensions
 ☐ All Generic Extensions

[Custom Domain Search](#)
[IDN Domain Search](#)
[Bulk Domain Search](#)
[Order An SSL Certificate](#)



Secure your Website with an SSL Certificate

Purchase your first 5 SSL certificates with Safenames for only \$49. Contact your account manager for more details.

Offer ends 31st January 2010

Send Us Feedback

Have a question or comment regarding the new website? E-mail our customer service department and we'll be in touch.

 [Send](#)

Renewals

[Renew My Domains](#)

0 domain names expiring within 60 days.

Domain Names

[SSL Certificates](#)

0 registered domain names, 0 pending.

Web Redirects & DNS

[Modify Nameservers](#)

You have 0 web redirects.

[DNS Records](#)

[Redirects](#)

Transfers

[Transfer In](#)

[Transfer Out](#)

0 pending transfer in, 0 pending transfer out.

Account & Billing

[Account Profile](#)

[Users](#)

[Invoices](#)

[Pay Outstanding Invoices](#)

2 outstanding invoices.

Clients

[Create Client](#)

[Manage Clients](#)

You have 0 clients in your account.

Brand Protection (In Development)

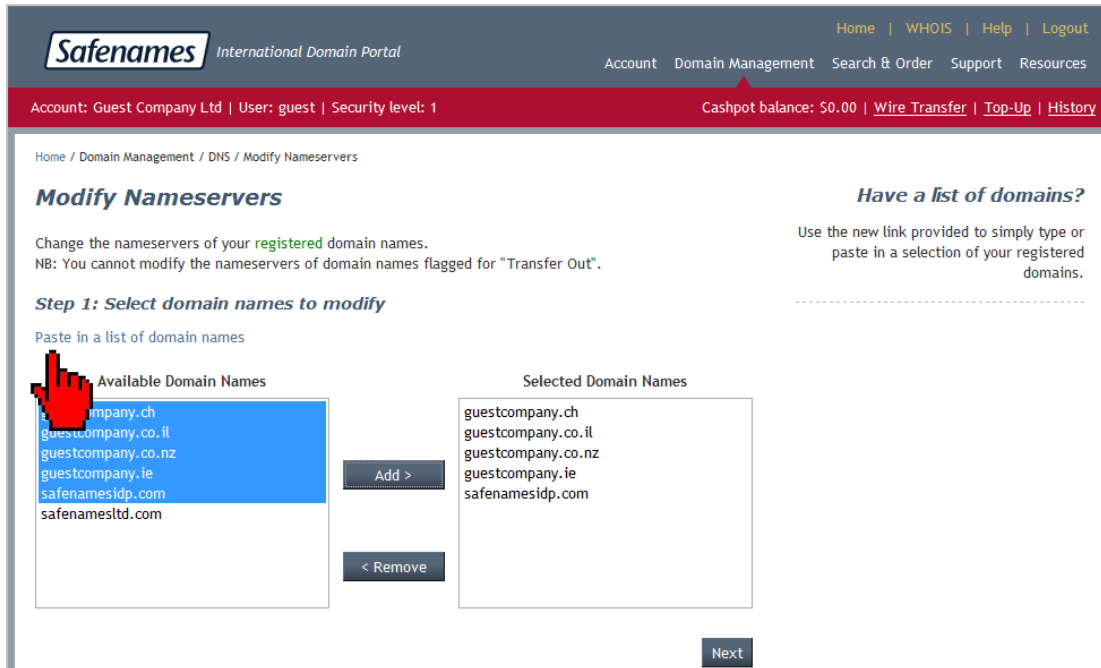
[Manage Brands](#)

[View Analysis](#)

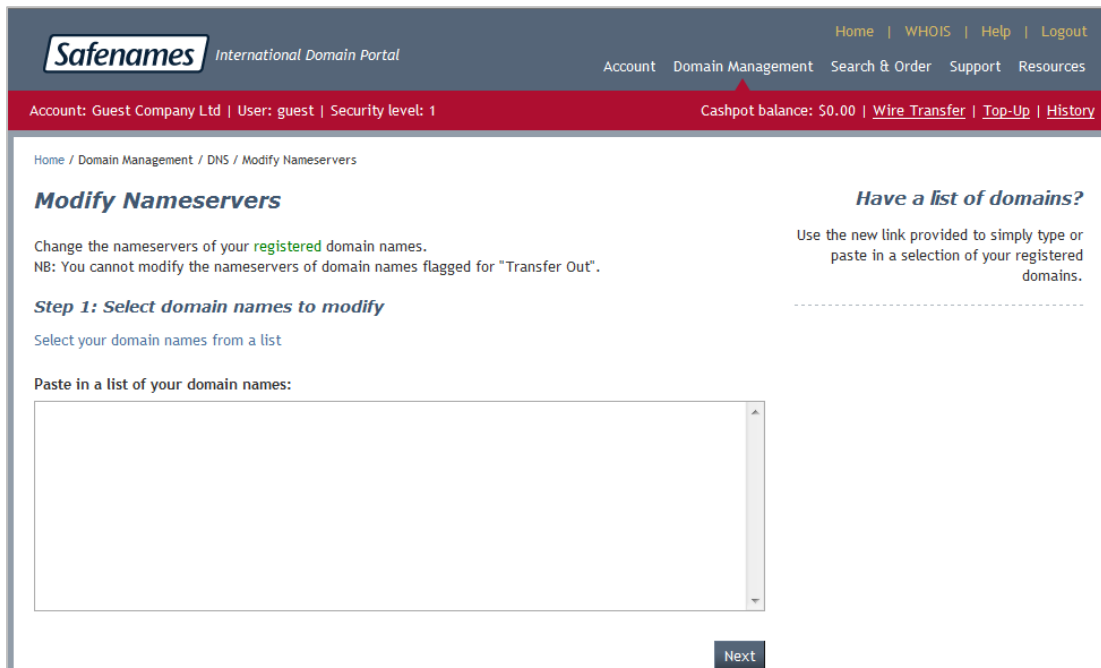
[Retrievals](#)

You have 4 brands being reported on.

Step 1 – Select the desired domains from the “Available domains Names” window and click “add”, or you may use Ctrl on the keyboard to click on multiple selections:-



Alternatively you may paste in a list of domains by clicking the “Paste in a list of domain names” hyperlink

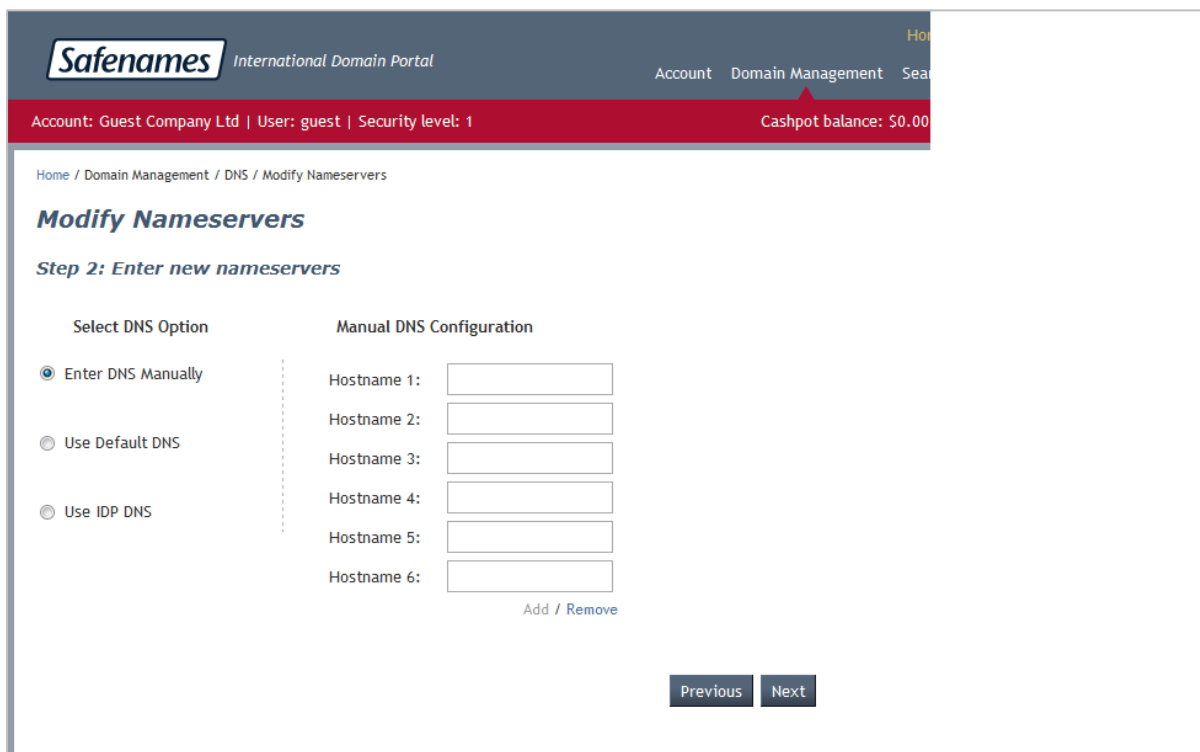


Once you have completed selecting the desired list of domains, click “Next” to continue.

Step 2 – Enter new nameservers

There are 3 options available: -

- Enter DNS Manually – Allows the user to manually entering of upto 6 nameservers (use the add / remove button to add additional nameservers)
- Use Default DNS – Automatically selects the nameservers configured on your client profile.
- Use IDP DNS – Automatically adds Safenames nameservers to the domain(s). This option should be selected , if you are using DNS provided by Safenames through the IDP. IDP nameservers are commonly used when you are using the Safenames Web-redirect service.



Safenames International Domain Portal

Account: Guest Company Ltd | User: guest | Security level: 1

Cashpot balance: \$0.00

Home / Domain Management / DNS / Modify Nameservers

Modify Nameservers

Step 2: Enter new nameservers

Select DNS Option

☒ Enter DNS Manually

☐ Use Default DNS

☐ Use IDP DNS

Manual DNS Configuration

Hostname 1:

Hostname 2:

Hostname 3:

Hostname 4:

Hostname 5:

Hostname 6:

[Add / Remove](#)

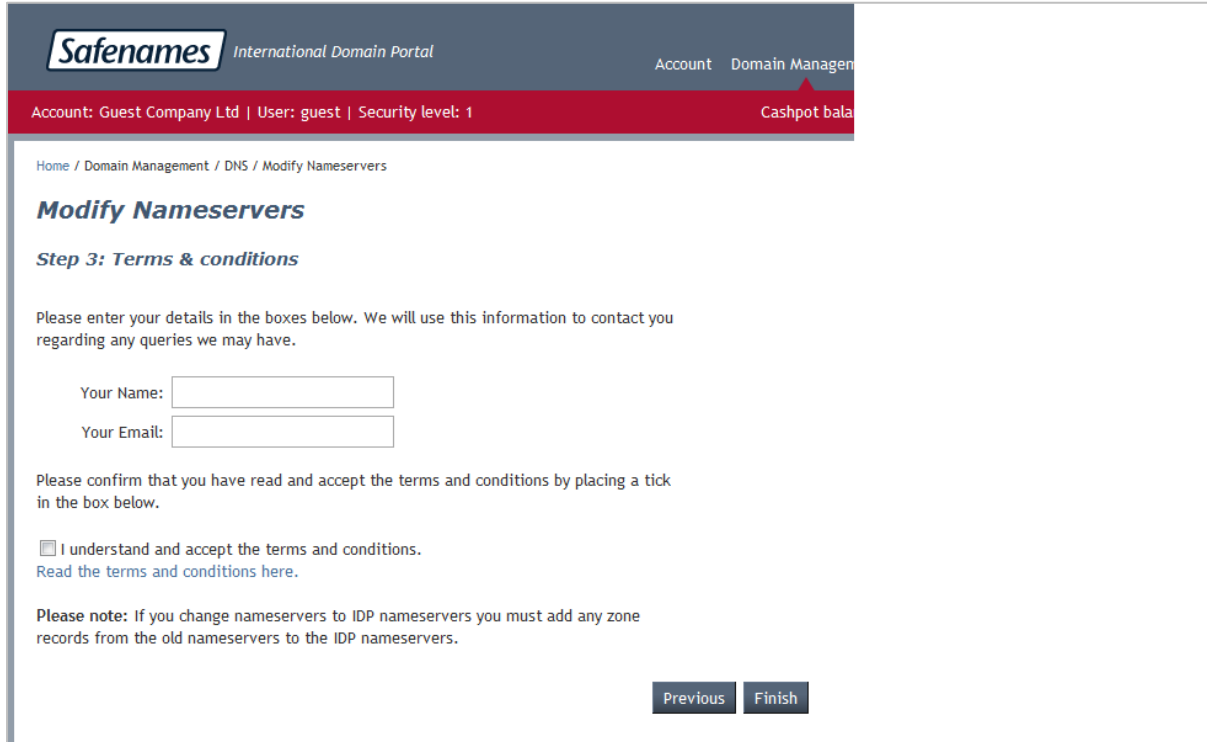
[Previous](#) [Next](#)

Once you have made your selections click “Next”.

Note : - Please ensure you have configured any zone records on your new nameservers before changing them in the IDP, as the IDP is fully automated and these changes will happen in a few minutes. If you fail to setup the zone file first, your website could stop resolving and any other services associated with the domain could stop working.

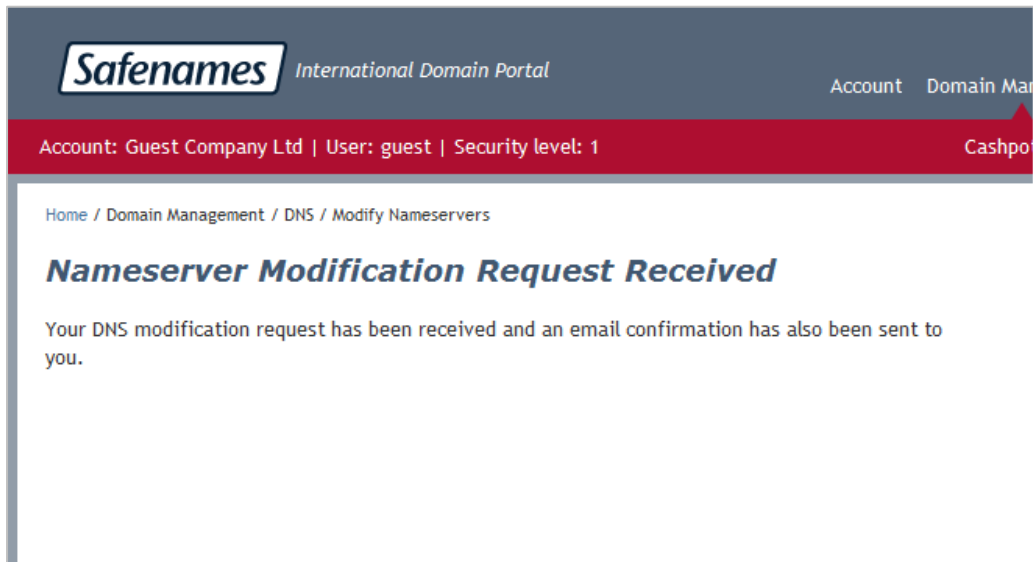
Step 3: Terms and conditions

Please accept our Terms and Conditions and input your name and email address, to receive confirmation emails. You will receive an email confirming your request, a second email will be sent out once the changes have actually been completed at the NIC authority (registry).



The screenshot shows the 'Modify Nameservers' page in the Safenames International Domain Portal. The page is titled 'Step 3: Terms & conditions'. It contains a form with two input fields: 'Your Name:' and 'Your Email:'. Below the form, there is a checkbox labeled 'I understand and accept the terms and conditions.' with a link 'Read the terms and conditions here.' and a 'Please note' section stating: 'If you change nameservers to IDP nameservers you must add any zone records from the old nameservers to the IDP nameservers.' At the bottom right, there are two buttons: 'Previous' and 'Finish'.

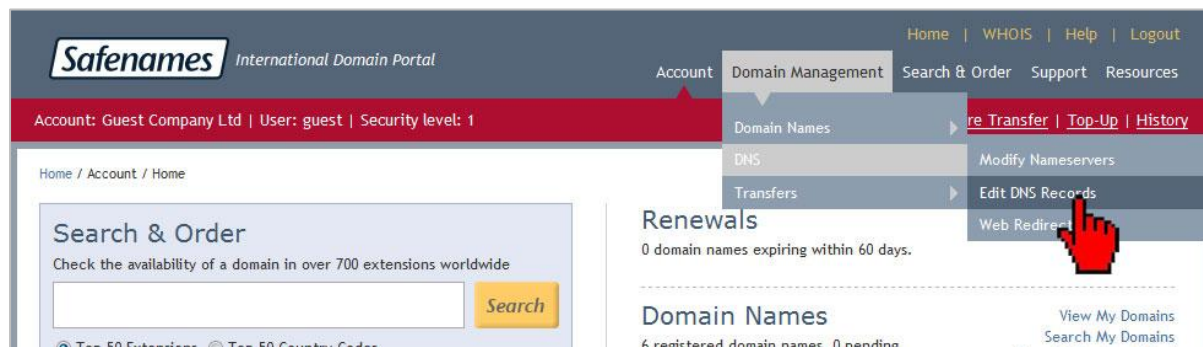
Click the “finish” button to request your changes and receive confirmation emails.



The screenshot shows the 'Nameserver Modification Request Received' page in the Safenames International Domain Portal. The page is titled 'Nameserver Modification Request Received'. It contains a message: 'Your DNS modification request has been received and an email confirmation has also been sent to you.'

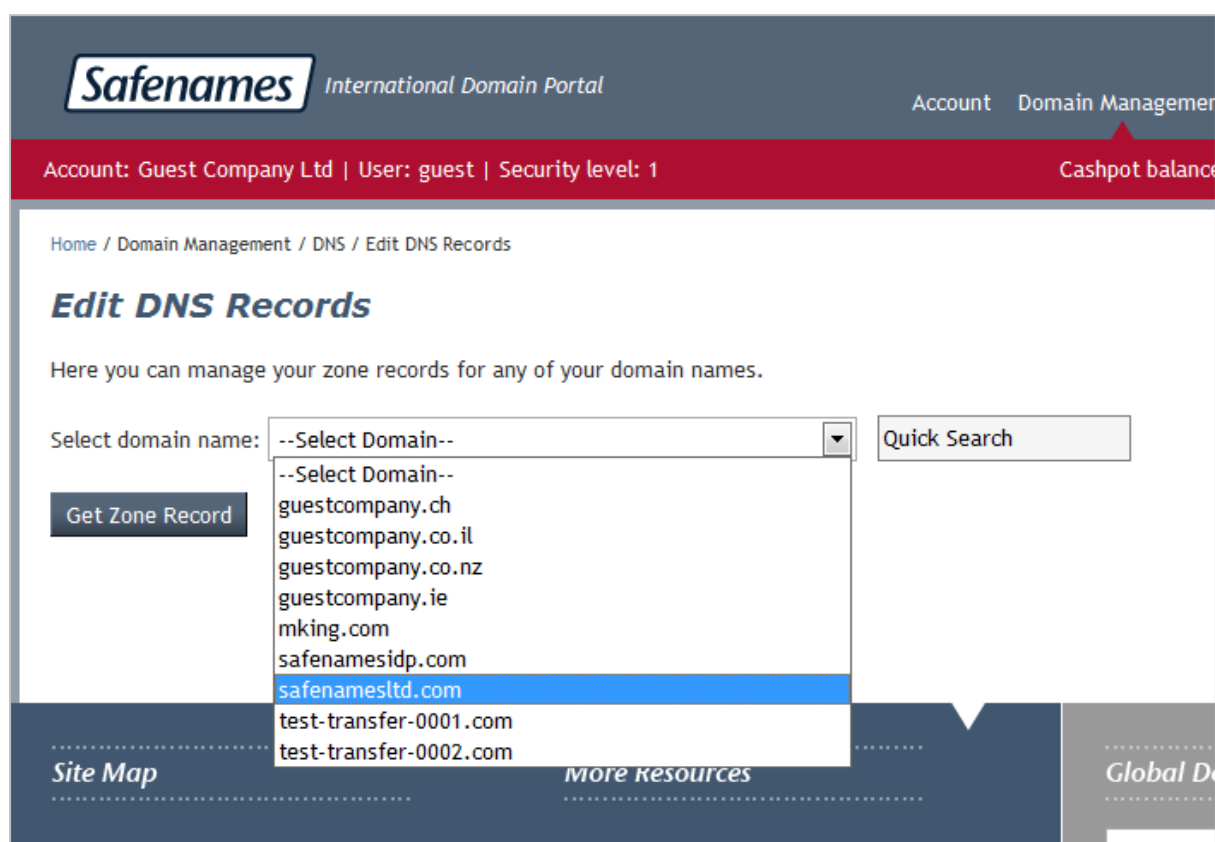
Edit DNS Zone Records

Login to your IDP and from the Domain Management / Domains Menu select “Edit DNS Records”.



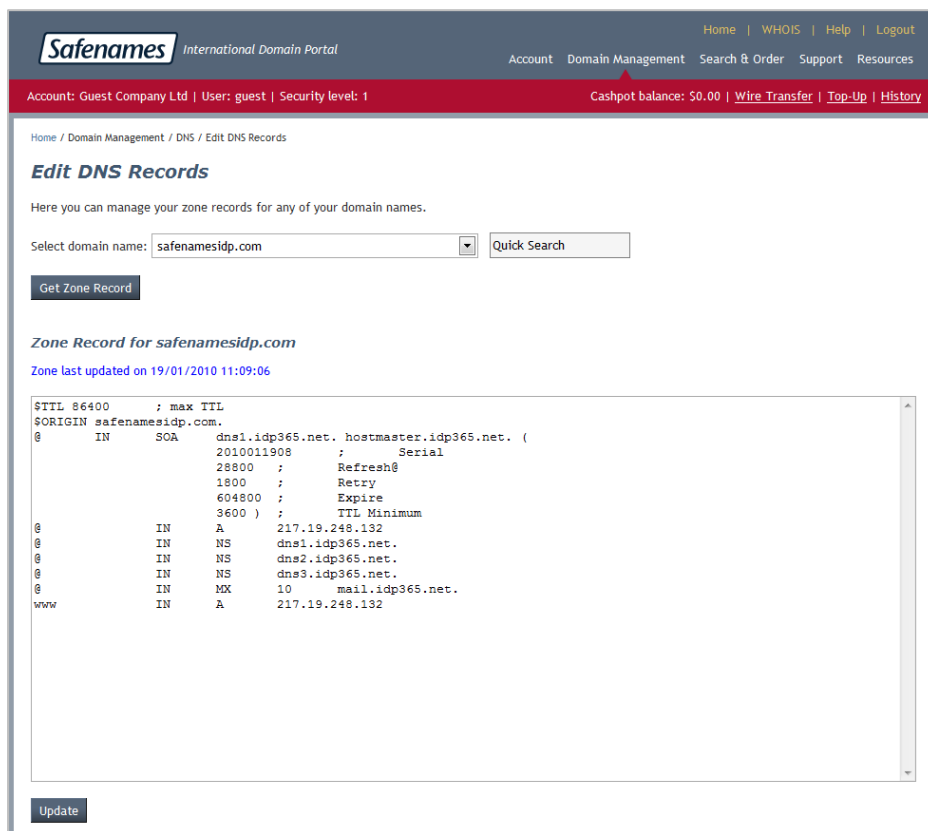
Select from the drop down the domain you wish to modify, or in order to quickly find your domain, use quick search by typing in the first few letters in of your domain.

Once you have selected the domain click “Get Zone Record” to retrieve your zone file.



Enter the required records and click update. A copy of the zone before and after your edit will be send to your client profile registered email address.

Safenames maintains 6 months of archives of zone records and full audit trace capabilities for any changes made in the IDP. Additionally, you will be able to view the last time your zone was updated.



Safenames International Domain Portal

Home | WHOIS | Help | Logout

Account Domain Management Search & Order Support Resources

Account: Guest Company Ltd | User: guest | Security level: 1 Cashpot balance: \$0.00 | [Wire Transfer](#) | [Top-Up](#) | [History](#)

Home / Domain Management / DNS / Edit DNS Records

Edit DNS Records

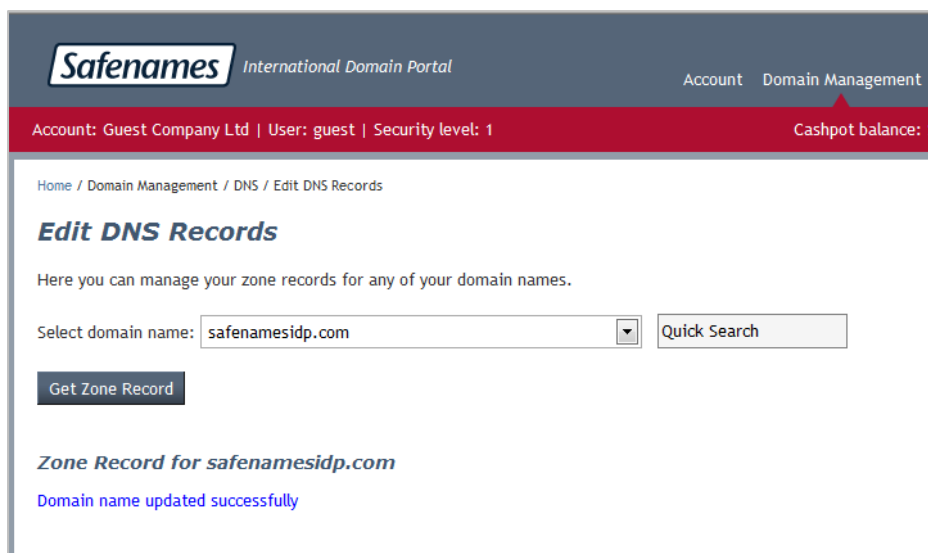
Here you can manage your zone records for any of your domain names.

Select domain name:

Zone Record for safenamesidp.com

Zone last updated on 19/01/2010 11:09:06

```
$TTL 86400 ; max TTL
$ORIGIN safenamesidp.com.
@ IN SOA dns1.idp365.net. hostmaster.idp365.net. (
    2010011908 ; Serial
    28800 ; Refresh
    1800 ; Retry
    604800 ; Expire
    3600 ) ; TTL Minimum
@ IN A 217.19.248.132
@ IN NS dns1.idp365.net.
@ IN NS dns2.idp365.net.
@ IN NS dns3.idp365.net.
@ IN MX 10 mail.idp365.net.
www IN A 217.19.248.132
```



Safenames International Domain Portal

Account Domain Management

Account: Guest Company Ltd | User: guest | Security level: 1 Cashpot balance: \$

Home / Domain Management / DNS / Edit DNS Records

Edit DNS Records

Here you can manage your zone records for any of your domain names.

Select domain name:


Zone Record for safenamesidp.com

Domain name updated successfully

If you receive this message, your updates were successful and new zone record will begin propagating with 15 minutes.

If an incorrect zone record is added, IDP will notify you which line number contains the error and the reason why the record is not valid.

Click "Reload Zone Record" to retrieve the zone prior to the update, and then try your update again.


International Domain Portal

Account
Domain Management

Account: Guest Company Ltd | User: guest | Security level: 1
Cashpot balance:

Home / Domain Management / DNS / Edit DNS Records

Edit DNS Records

Here you can manage your zone records for any of your domain names.

Select domain name: safenamesidp.com
Quick Search

Get Zone Record

Zone Record for safenamesidp.com

Domain name update has failed, a list of errors are below

Line 15: near '217.19.248.132.': bad dotted quad Line 15: file does not end with newline

Zone safenamesidp.com: bad dotted quad

Reload Zone Record

What records should you add?

Q I want to point my website (www.mycompany.com) to an IP address of 62.232.10.132

A www IN A 62.232.10.132
(Please make spaces between each set of characters)

Q I want to point my website (www.mycompany.com) to a different domain name (www.mycompany.org)

A www IN CNAME www.mycompany.com.
(Make sure you always end each line with a full stop/period)
Please note: You cannot point to a directory page of your website (e.g. www.mycompany.com/uk).
You can only point the CNAME to a domain or sub domain.

Q I want to point the mail records to a mail server called 'mail.mycompany.com'

A IN MX 10 mail.mycompany.com.

Q I want to point the mail records to the IP address of 62.232.10.132 and I want to call the mail server 'mail.mycompany.com'

A IN MX 10 mail.mycompany.com.
mail IN A 62.232.10.132

Q I want to point the mail records to 2 mail servers; I want 'mail.mycompany.com' to have preference over 'mail2.mycompany.com'

A IN MX 10 mail.mycompany.com.
IN MX 15 mail.mycompany.com.

Q I want to create a sub domain called 'subdomain.mycompany.com' and I want to host the sub domain on different DNS servers called ns.server.net and ns2.server.net

A sub domain IN NS ns.server.net.
sub domain IN NS ns2.server.net.

Manage Web Redirects

Safenames supports 3 types of Web Redirects. All redirects configured in the IDP are “301 Permanent” for maximum search engine optimization of the pages. Our redirect system enables you to configure / test and export to excel all your web redirects for easy record keeping.

Type 1 – Domain to domain redirect

From
safenames.co.uk

To
http://www.safenames.net/index.html

Type 2 – Sub-domain to domain or sub-domain

From
subdomain.safenames.co.uk

To
http://www.safenames.net/index.html

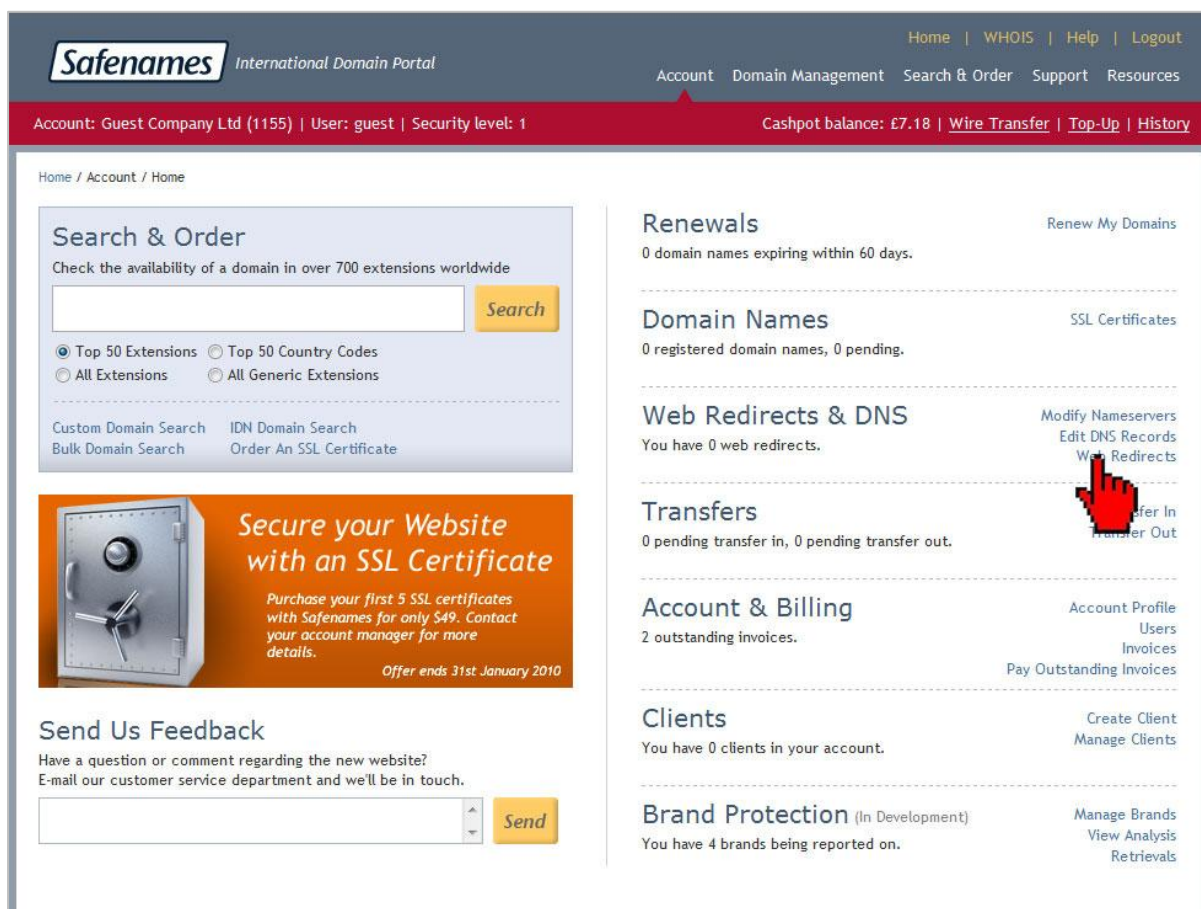
Type 3 – Directory level redirect

From
safenames.co.uk/fr/index.html

To
http://www.safenames.net/france/index.html

To configure web redirects.

Step 1 – Select web redirects from the home page



The screenshot shows the Safenames International Domain Portal. The top navigation bar includes links for Home, WHOIS, Help, Logout, Account, Domain Management, Search & Order, Support, and Resources. Below the navigation bar, there's a status bar showing the account type (Guest Company Ltd (1155)), user (guest), security level (1), and cashpot balance (£7.18). The main content area is divided into several sections:

- Search & Order:** A section for checking domain availability, with a search bar and a 'Search' button. It also includes links for Custom Domain Search, IDN Domain Search, Bulk Domain Search, and Order An SSL Certificate.
- Renewals:** A section showing 0 domain names expiring within 60 days, with a 'Renew My Domains' link.
- Domain Names:** A section showing 0 registered domain names and 0 pending, with a 'SSL Certificates' link.
- Web Redirects & DNS:** A section showing 0 web redirects, with links for 'Modify Nameservers', 'Edit DNS Records', and 'Web Redirects'. A red hand cursor is pointing to the 'Web Redirects' link.
- Transfers:** A section showing 0 pending transfer in and 0 pending transfer out, with a 'Transfer In' link.
- Account & Billing:** A section showing 2 outstanding invoices, with links for 'Account Profile', 'Users', 'Invoices', and 'Pay Outstanding Invoices'.
- Clients:** A section showing 0 clients in the account, with links for 'Create Client' and 'Manage Clients'.
- Brand Protection:** A section showing 4 brands being reported on, with links for 'Manage Brands', 'View Analysis', and 'Retrievals'.

There is also a promotional banner for 'Secure your Website with an SSL Certificate' and a 'Send Us Feedback' section at the bottom.

Diagram and explanation of web redirects interface

The screenshot shows the 'Web Redirects' management page in the Safenames IDP. The breadcrumb trail is 'Home / Domain Management / DNS / Web Redirects'. The page title is 'Web Redirects'. There are three buttons: 'New Redirect', 'Set Targets', and 'Delete'. Below these, a list of redirects is shown. The first entry is for 'http://safenamesidp.com' with a target of 'http://idp.safenames.com' and a client of 'Guest Company Ltd'. To the right of the list, there is a date 'Tuesday, 24 November 2009 @ 16:34' and links for 'Test Redirect' and 'View Whois'. At the top right, there is an 'EXPORT TO EXCEL' button and a 'SEARCH' box. Below the search box, there is an 'Export' button and a 'Show 20, 50, 100, 250 items' dropdown. In the center, there is a '< Previous 1 Next >' link and a message 'Showing 1 to 1 of 1 web redirects.'.

- SOURCE URL – The domain that you wish to redirect. A source URL can also be sub domain or contain directory path
- DESTINATION URL – The domain where you wish to redirect to the Source URL to. The destination URL can be domain or contain directory path
- TEST – Provides the ability to perform a one-click test to check your redirect works as required. All redirects are updated instantly so you can verify the redirect immediately.
- WHOIS – To view the WHOIS details for a domain click “View WHOIS” useful for ensuring nameservers are configured to Safenames’ IDP nameservers
- SUB-ACCOUNT COMPANY – Shows which of your sub-account a redirect belongs to
- SEARCH BOX – Search for a redirect
- PAGE REDIRECTS – Get the next page of redirects
- EXPORT TO EXCEL – Bulk export all your redirects to a Microsoft Excel file that can be saved locally on your computer

To add a new Redirect for a domain with Safenames click the “New Redirect Button”

Enter the source URL and target URL, you can use the dropdown box to select a domain from your account and a previously used target URL, or you may enter them manually.

Click the “Add Redirects(s)” to add your redirect and return you to the redirects list page where you can use the test redirect button to confirm your redirection is in place.

New Redirects

Source URLs

Target URL

Have you set up your DNS?

For web redirects to work properly, your domain names must have an **A** record set that points to the Safenames redirect server: **217.19.248.132**.

If your domain names are running on Safenames DNS servers, you may want to [edit your DNS records](#).

An extra WWW record.

All source URLs will have a prefixed "www." redirect running. There is no need for you to add an extra "www." redirect yourself.

Add Redirect(s) >

Redirects to be Added

No redirects to activate.

How to add redirects:

1. Type one or more source URLs (with or without "http://" prefixes).
2. Type a single target URL (with or without an "http://" prefix).
3. Click the "Add Redirect(s)" button.

Activate

Cancel

To delete a Web Redirect click the checkbox next to each redirect and click the delete button.

Home / Domain Management / DNS / Web Redirects

Web Redirects

☐ **New Redirect** **Set Targets** **Delete**

Export | Show 20, 50, 100, 250 items | Search

<input checked="" type="checkbox"/>	<p>http://guestcompany.ch</p> <p>Target: http://idp.safenames.com</p> <p>Client: Guest Company Ltd</p>	<p>Thursday, 25 February 2010 @ 11:36</p> <p>Test Redirect</p> <p>View Whois</p>
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< Previous 1 Next >

Showing 1 to 1 of 1 web redirects.