

# GoDaddy.com

## Helpful Getting Started Instructions

### Contents

GoDaddy Rating .....	3
Choosing a Web Hosting Plan .....	4
CPanel Hosting & Administration.....	5
Using a direct login to cPanel.....	5
Using GoDaddy web implementation – HORRIBLY UNRELIABLE .....	6
Create Domain .....	9
DNS Issues.....	11
Specify a Different Home Page.....	13
Create an Email address in your Domain .....	13
Create a Paid email & calendar account .....	14
Create a Free IMAP email account.....	15
Issues I ran into .....	17
Email sent to wrong account.....	17
Password starting with ‘~’ fails in Thunderbird.....	17
WordPress.....	18
Install WordPress into one of your domains .....	18
Important WordPress Settings .....	18
Grant User Access to Edit WordPress Content .....	19
Change the Admin Email Address to get user feedback on your site .....	20
Hand Editing Static Web Sites .....	21
Option 1 - Using UltraEdit .....	21
Option 2 - Using Microsoft Edge .....	22
Step 1 – Build the web site file structure on your local PC .....	22
Step 2 – Open your root HTML file (home.html) in Microsoft Edge .....	22
Step 3 – Open the Developer’s Window in Microsoft Edge .....	23

Step 4 – Navigate to the elements of interest & change them ..... 24

Sync changes to the Host Server..... 25

Important Notes – DO NOT skip these! ..... 25

Give Another GoDaddy User Rights to Manage your Account ..... 26

Grant Delegate Access ..... 27

Limit Delegate Access..... 28

View Delegate Access in Folder ..... 31

## GoDaddy Rating

Overall, I would rate GoDaddy as follows:

- Hosting Reliability – 9/10
- Web Tools – 3/10
- Customer Service – 1/10
- cPanel Interface – 10/10

I dinged one point on reliability because my site (and many others) crashed for a few days, but 99.9% of the time it works fine.

The web tools are mediocre and often mysteriously fail. I've noticed this particularly when trying to access the site file manager through the web tools. I often can not access the file manager for hours or days and then it mysteriously starts working again. Most other web features such as billing and account maintenance seem to work well though.

Customer service is quite poor. It is clearly sourced out of India. My experience is that 9 out of 10 of my interactions are a complete waste of time (often hours) and nothing gets resolved. In once case, the customer service rep actually told me that I needed to switch to a different internet service provider to use their web site! This indicates that their site is so brittle that it will only work with certain parameters and providers.

The cPanel interface appears to be solid, but I have only started using it as I had been relying on their web tools before.

So, I would recommend GoDaddy as long as you don't use their crappy web interface, or have a problem that you need customer service.

## Choosing a Web Hosting Plan

As of 3/2024 these are your choices for web hosting.

Deluxe	Ultimate	Maximum	Launch	Enhance	Grow
<small>CURRENT</small>					
As low as <b>\$ 15.99</b> /mo	As low as <b>\$ 21.99</b> /mo	As low as <b>\$ 29.99</b> /mo	As low as <b>\$ 36.99</b> /mo	As low as <b>\$ 57.99</b> /mo	As low as <b>\$ 84.99</b> /mo
<b>Current</b>	<b>Upgrade</b>	<b>Upgrade</b>	<b>Upgrade</b>	<b>Upgrade</b>	<b>Upgrade</b>
<ul style="list-style-type: none"><li>✓ 1 Virtually Allocated CPU Core</li><li>✓ Up to 1GB Shared RAM</li><li>✓ 10 Sites</li><li>✓ 50GB Storage</li><li>✓ Low Traffic</li><li>✓ SSL Certificates for all sites</li></ul>	<ul style="list-style-type: none"><li>✓ 2 Virtually Allocated CPU Cores</li><li>✓ Up to 1.5GB Shared RAM</li><li>✓ 25 Sites</li><li>✓ 75GB Storage</li><li>✓ Moderate Traffic</li><li>✓ SSL Certificates for all sites</li></ul>	<ul style="list-style-type: none"><li>✓ 2 Virtually Allocated CPU Cores</li><li>✓ Up to 2GB Shared RAM</li><li>✓ 50 Sites</li><li>✓ 100GB Storage</li><li>✓ Moderate Traffic</li><li>✓ SSL Certificates for all sites</li></ul>	<ul style="list-style-type: none"><li>✓ 2 Virtually Allocated CPU Cores</li><li>✓ Up to 4GB Shared RAM</li><li>✓ 100GB Storage</li><li>✓ SSL Certificates for all sites</li></ul>	<ul style="list-style-type: none"><li>✓ 4 Virtually Allocated CPU Cores</li><li>✓ Up to 8GB Shared RAM</li><li>✓ 200GB Storage</li><li>✓ SSL Certificates for all sites</li></ul>	<ul style="list-style-type: none"><li>✓ 8 Virtually Allocated CPU Cores</li><li>✓ Up to 16GB Shared RAM</li><li>✓ 300GB Storage</li><li>✓ SSL Certificates for all sites</li></ul>

While it appears that the only difference is the level of resources you receive, this is not quite actually true. Because GoDaddy does **NOT** give you root access to your web server, you are not able to configure many things and are reliant upon what GoDaddy chooses to allow you to configure.

For example, the first three plans do NOT include support for Node.js – you have to purchase one of the three plans on the right to get this support. I spent about a day reviewing posts of people who tried to get around this limitation – usually with quite a bit of frustration and headaches.

There are probably other services that are only available with the more expensive plans but I have not found any document describing them yet.

So far, I have found the ‘Deluxe’ plan to be quite good for my needs – which are pretty basic as I am just maintaining a site for my own entertainment and to share knowledge with others. I’m sure if I tried to start selling stuff online or something I would need to upgrade.

## CPanel Hosting & Administration

The GoDaddy web implementation of the cPanel interface is HORRIBLE and completely unreliable.

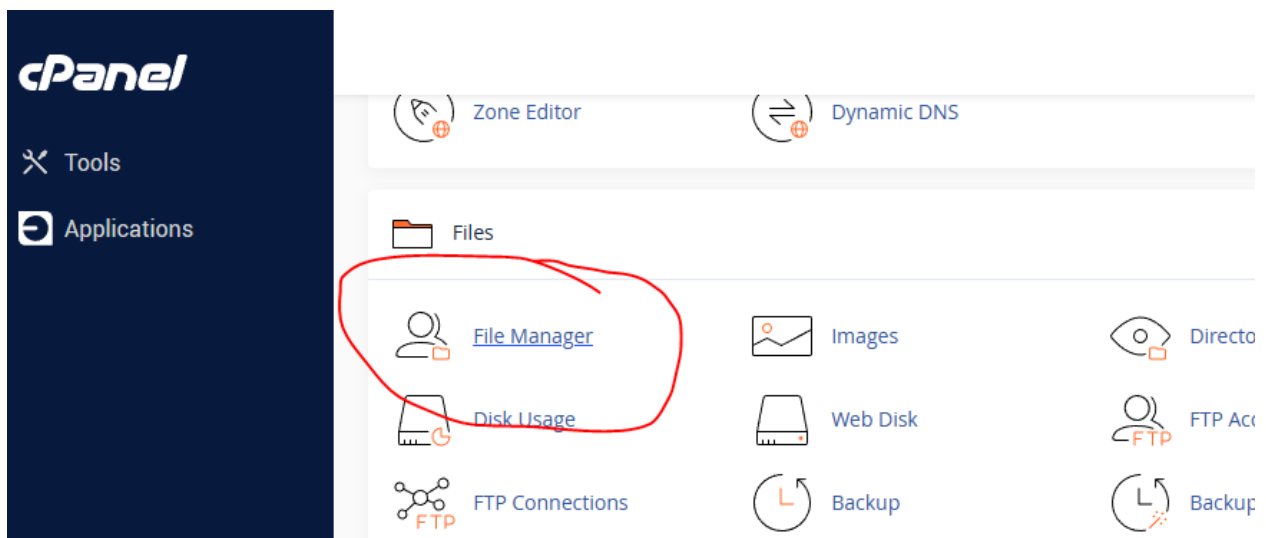
### Using a direct login to cPanel

Login to the following site (replace 'yoursitename.com' with your actual site DNS)

<https://yoursitename.com:2083>

and provide the cPanel user/psw you got when you signed up. Note that these are NOT the same as your GoDaddy logins.

You can then navigate to the File Manger to maintain your website.

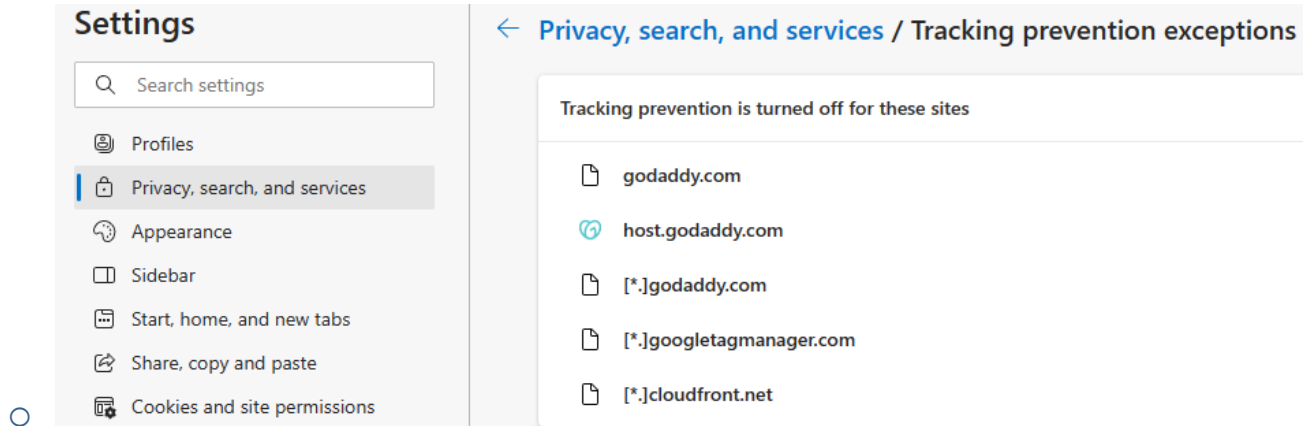


## Using GoDaddy web implementation – HORRIBLY UNRELIABLE

Go to [www.godaddy.com](http://www.godaddy.com) and login using your GoDaddy user/psw.

Here are some annoying features of the web site.

- Sometimes a function just hangs forever (with a spinning activity icon.) I noticed this a lot using the menu item “Hosting & WordPress.”
  - I was initially logging out and back in to fix it, but tech support told me it wouldn’t happen if I used the “InPrivate” browser window to open the site which did seem to work for a bit but then started failing again. You can also fix it by clearing your browser cache and cookies.
  - I then used F12 to enable browser debugging and found that many of the GoDaddy server requests were being rejected due to ‘privacy’ settings, so I modified my browser privacy settings to exclude GoDaddy as follows. This seemed to make an improvement and I was able to access my site again, but it is still kind of hit or miss.



Even with these changes, it is still unreliable. I eventually, after weeks of frustration, started using the [direct cPanel interface](#).

My Pro

Manage My Products

Shop GoDaddy.com

Sea

QUICK LINKS

Domains

Websites

Hosting & WordPress

Email & Office

SSL Certificates

Dom

DOMAINS

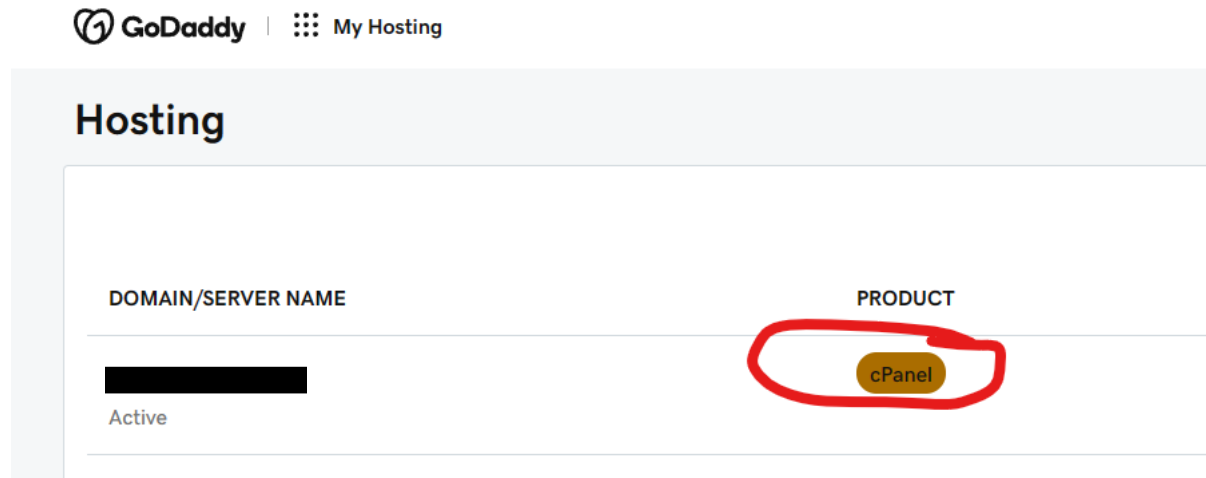
Protection Plan: None

DOMAINS

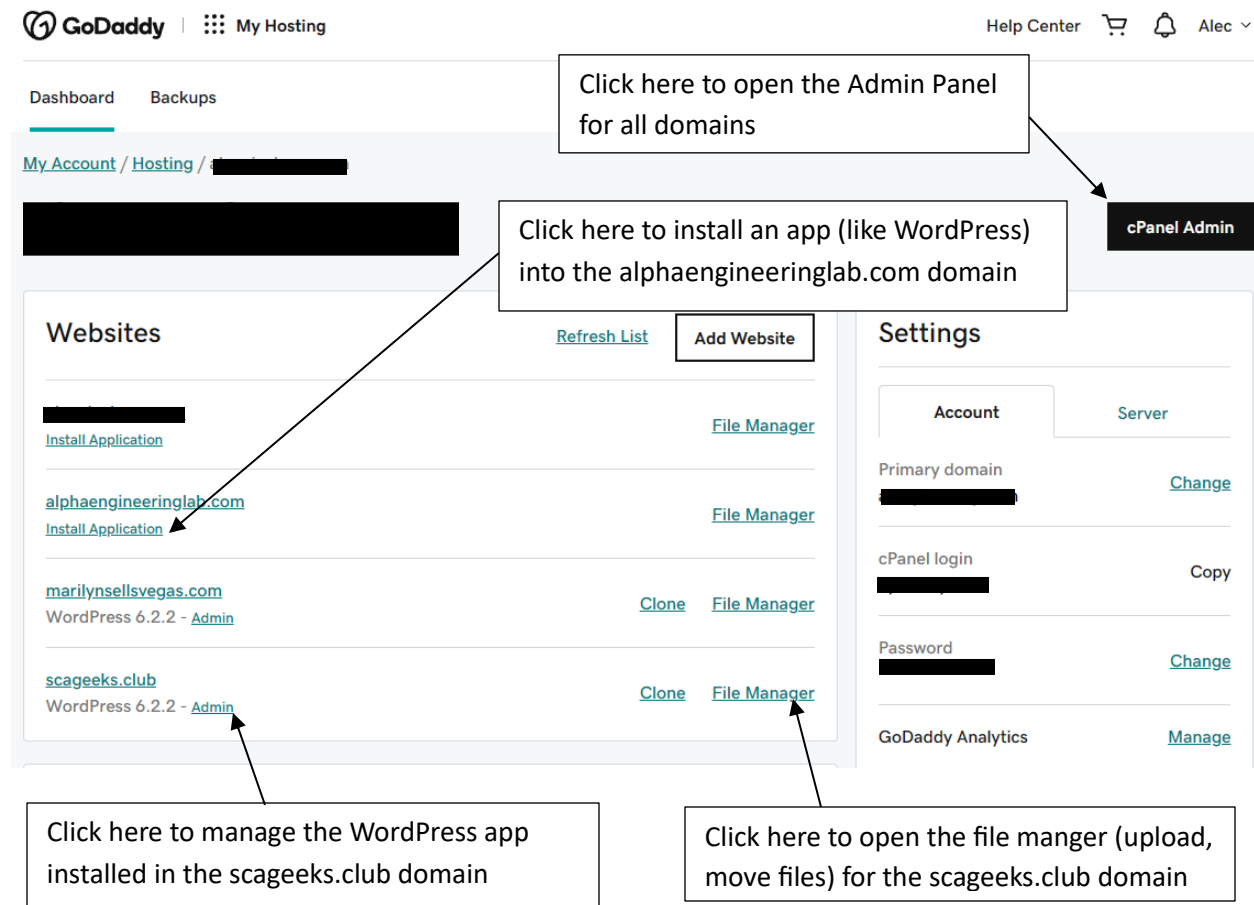
**marilynsellsvegas.c**

Protection Plan: None

Open the cPanel interface



Now you have access to completely manage all of the web sites in your domain.



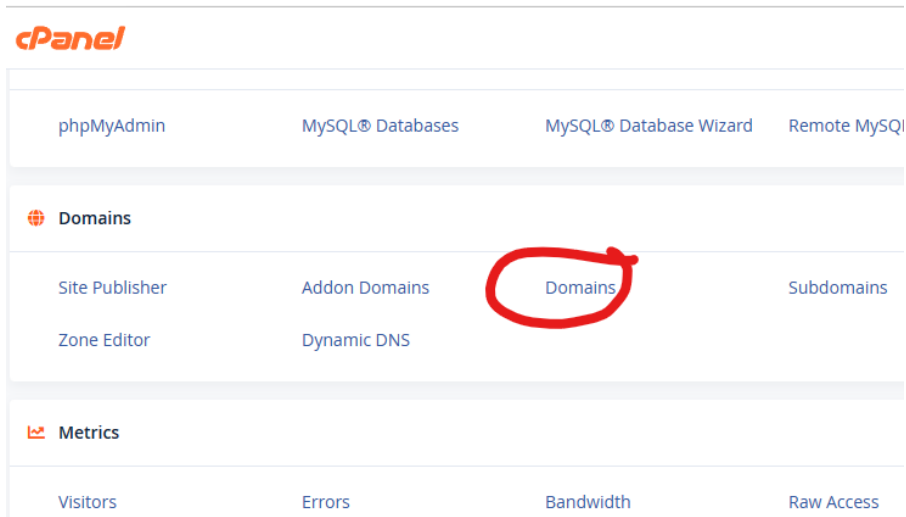


## Create Domain

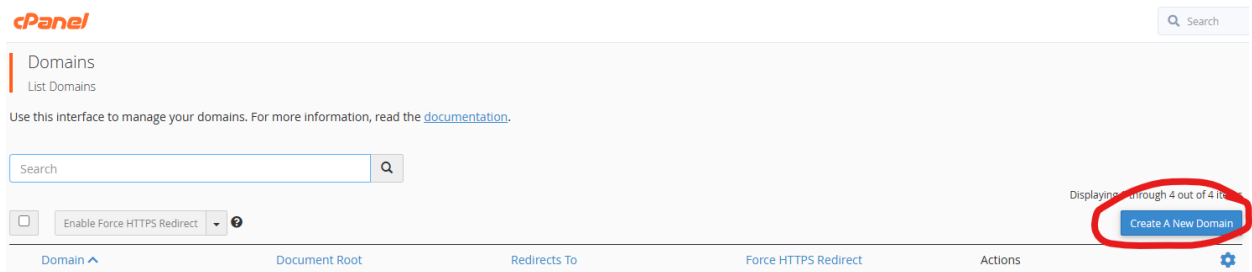
If you have purchased a plan that allows you more than one domain, then you can add additional domains to your account.

First purchase your domain name so it is added to your GoDaddy account.

Then navigate to the [cPanel Admin](#) panel and click the “Domains” (see below) and click the “Domains” link.



Then “Create A New Domain”



Enter the new domain name you just purchased, and uncheck the “Share document root” check box. The folder and subdomain fields should be the same as your new domain name.



Domains  
[List Domains](#) / [Create a New Domain](#)

Use this interface to manage your domains. For more information, read the [documentation](#).

Create a New Domain

Domain ⓘ  
Enter the domain that you would like to create:

Document root (file system location)

Share document root (/home/██████████ public\_html) with "██████████".

Specify the directory where you want the files for this domain to exist.

Subdomain ⓘ  
An addon domain requires a subdomain in order to use a separate document root.

[Return To Domains](#)

Once you click “Submit” it will attach the new domain name to your account and create a new folder for its data in the root of your account folders which you can see with the File Manager tool.

## DNS Issues

After creating the domain, it may take some time for all of the DNS servers to get updated. This is especially frustrating if you are transferring a domain from one host to another.

GoDaddy sets the DNS TTL values to 10800 seconds (3 hours) by default.

<input type="checkbox"/>	A	@	173.201.183.208	10800 seconds		
<input type="checkbox"/>	A	admin	173.201.183.208	10800 seconds		
<input type="checkbox"/>	A	mail	173.201.183.208	10800 seconds		
<input type="checkbox"/>	NS	@	ns47.domaincontrol.com.	1 Hour	Can't delete	Can't edit
<input type="checkbox"/>	NS	@	ns48.domaincontrol.com.	1 Hour	Can't delete	Can't edit
<input type="checkbox"/>	CNAME	cpanel	alphaengineeringlabs.com.	10800 seconds		
<input type="checkbox"/>	CNAME	webdisk	alphaengineeringlabs.com.	10800 seconds		
<input type="checkbox"/>	CNAME	webdisk.admin	alphaengineeringlabs.com.	10800 seconds		
<input type="checkbox"/>	CNAME	whm	alphaengineeringlabs.com.	10800 seconds		
<input type="checkbox"/>	CNAME	www	alphaengineeringlabs.com.	10800 seconds		

For some reason, the following all work immediately after creating the domain:

- [alphaengineeringlabs.com](http://alphaengineeringlabs.com)
- <http://alphaengineeringlabs.com>
- <https://alphaengineeringlabs.com>

Whereas, the following FAIL:

- [www.alphaengineeringlabs.com](http://www.alphaengineeringlabs.com)

If you ping these addresses, you can see that they are being routed to different servers!

```
Command Prompt
C:\Users\Alec>ping www.alphaengineeringlabs.com

Pinging alphaengineeringlabs.com [34.102.136.180] with 32 bytes of data:
Reply from 34.102.136.180: bytes=32 time=13ms TTL=59
Reply from 34.102.136.180: bytes=32 time=13ms TTL=59
Reply from 34.102.136.180: bytes=32 time=15ms TTL=59
Reply from 34.102.136.180: bytes=32 time=14ms TTL=59

Ping statistics for 34.102.136.180:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milli-seconds:
        Minimum = 13ms, Maximum = 15ms, Average = 13ms

C:\Users\Alec>ping alphaengineeringlabs.com

Pinging alphaengineeringlabs.com [173.201.183.208] with 32 bytes of data:
Reply from 173.201.183.208: bytes=32 time=22ms TTL=47
Reply from 173.201.183.208: bytes=32 time=22ms TTL=47
Reply from 173.201.183.208: bytes=32 time=21ms TTL=47
Reply from 173.201.183.208: bytes=32 time=23ms TTL=47

Ping statistics for 173.201.183.208:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milli-seconds:
        Minimum = 21ms, Maximum = 23ms, Average = 22ms

C:\Users\Alec>
```

Looking at the DNS entries screenshot (beginning of this section) it can be seen that the 173.201.183.208 IP address is the correct GoDaddy IP. Whereas the 34.102.136.180 is the IP address of my previous host (HostGrid.com) site – which explains why that reference is failing because that server is no longer operational.

I am not sure how long it will take for the DNS changes to propagate through the internet as the DNS servers are likely still using the TTL value from my old host server.

So you may have to wait several hours to a day or two before the DNS servers refresh these values and your new domain starts to work. In this specific instance, it started working after about 3 hours.

## Specify a Different Home Page

Sometimes you want to leave your home page active, but still want to try out something new. You can do this by creating a new web page in a sub-folder and referencing the sub-folder in the address line.

When you are ready for your page to permanently move to the new location, you need to use the “cPanel Admin” tools, select the “Domains” tool (in the “Domains” group), choose the domain you want to change - press “Manage”, and then specify a “New Document Root” location for that domain.

Even though your new page is in a sub-folder, user’s of your site will still see it without any mention of the sub-folder.

That’s it! You can change between multiple pages by changing this setting at any time.

## Create an Email address in your Domain

You have two choices if you want to create an email account using your domain (ex: myname@mydomain)


- You can pay a monthly fee and get a full featured email & calendar account
- You can use one of the free IMAP email accounts that come with your account

## Create a Paid email & calendar account

This is the route that GoDaddy wants you to take because they make money from your monthly fees. From your dashboard, pick the highlighted item below.

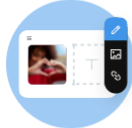
**alphaengineeringlab.com**  
[Add Logo](#)

Let's Build Your Business




You registered  
alphaengineeringlab.com

[View Domain Settings >](#)



Create a website or store

[Create New Website >](#)



Get custom email  
@alphaengineeringlab.com




[Get Email >](#)

Then choose from one of the following plans.

**Professional Email with the features you need.**

- ✓ Email addresses to match your domain and business name
- ✓ Online calendars and syncing across all of your devices
- ✓ 24/7/365 expert support

Choose the right plan for you:

Email Essentials	Email Plus	RECOMMENDED Business Premium
Just the basics	When you need more storage	If your business needs it all
		
As low as <b>\$1.99</b> per user/mo	As low as <b>\$3.99</b> per user/mo	As low as <b>\$9.99</b> per user/mo
for 12 months	for 12 months	for 12 months
Save 66%	Save 50%	Save 37%
Renews at \$5.99 per user/mo	Renews at \$7.99 per user/mo	Renews at \$15.99 per user/mo
<input type="button" value="Select"/>	<input type="button" value="Select"/>	<input type="button" value="Select"/>

If you actually need all of the extra features you get with one of these accounts, then of course it makes sense. However, if you just want a basic email account, then you are throwing your money away.

## Create a Free IMAP email account

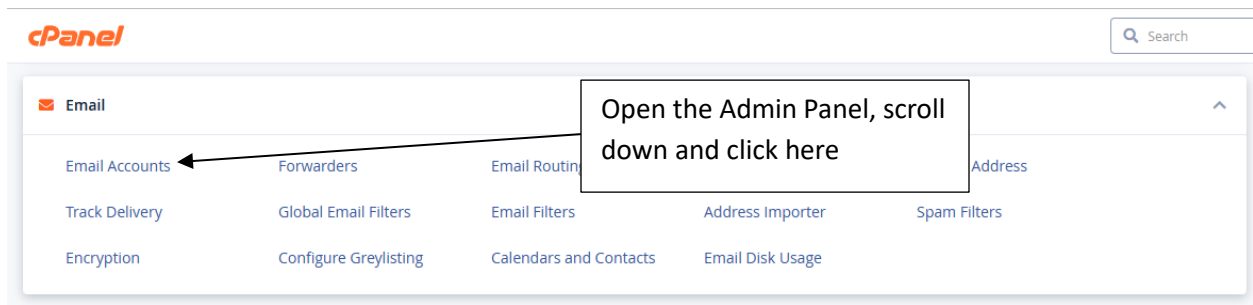
What GoDaddy doesn't tell you is that your account comes with lots (mine came with 500) of free IMAP email accounts. These accounts can be used in any of the domains you are hosting in your account.

The only drawback to these accounts is that they use your account storage space. For example, if your account comes with 50GB of storage and you create 500 IMAP email accounts with a 50MB limit on each, then you will have used up 25 of your 50GB and will have less room for actual web page data.

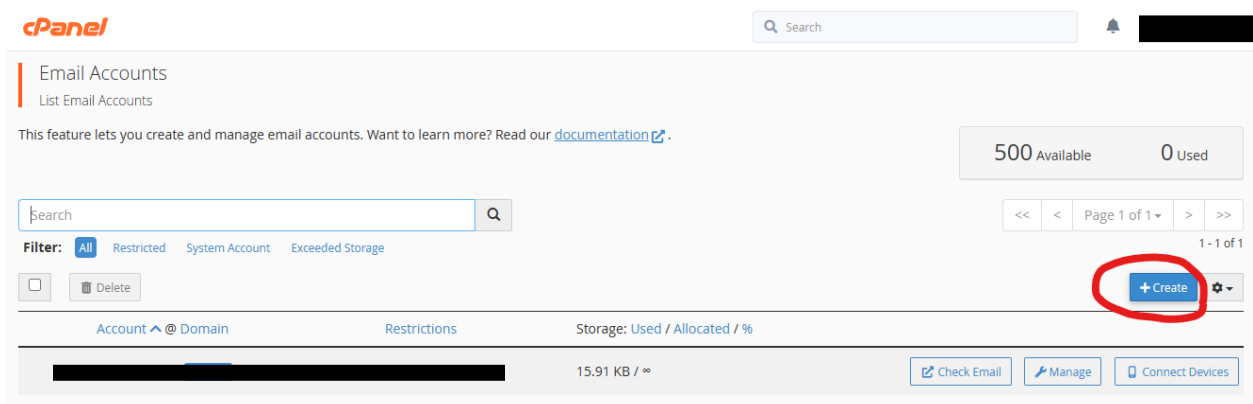
These free IMAP email accounts are setup through your cPanel interface as shown below. In this example the email [Alec@scageeks.club](mailto:Alec@scageeks.club) is setup.

### Open the email accounts screen

Go to the [cPanel Hosting](#) screen.



### Create a new email account



## Fill in the data for this new account

The screenshot shows the 'CREATE AN EMAIL ACCOUNT' form in cPanel. It includes fields for Domain (scageeks.club), Username (Enter your email address's username here.), Password (Set password now. / Send login link to alternate email address.), and Optional Settings (Stay on this page after I click Create.). A '+ Create' button is at the bottom left. Callout boxes with arrows point to the Domain dropdown, the Username field, the Password radio buttons, and the '+ Create' button.

Click here to pick the domain for this email from the list of active domains

Type in the username of the email to create

Choose if you want to set the password now, OR send the user an email describing how to log in and set their password

Click when you are done and ready to create the email account

## Observe the new email account in the list of email accounts supported

The screenshot shows the 'Email Accounts' list in cPanel. The table has columns for Account, Domain, Restrictions, Storage, and Actions. The newly created account 'alec@scageeks.club' is highlighted. A callout box points to the account name.

Account	Domain	Restrictions	Storage: Used / Allocated / %	Actions
<input type="checkbox"/>	> alec@scageeks.club	[Redacted]	85.74 KB / 250 MB / 0.03%	<a href="#">Check Email</a> <a href="#">Manage</a> <a href="#">Connect Devices</a>
<input type="checkbox"/>	[Redacted]	[Redacted]	15.91 KB / ∞	<a href="#">Check Email</a> <a href="#">Manage</a> <a href="#">Connect Devices</a>

The new email shows up here



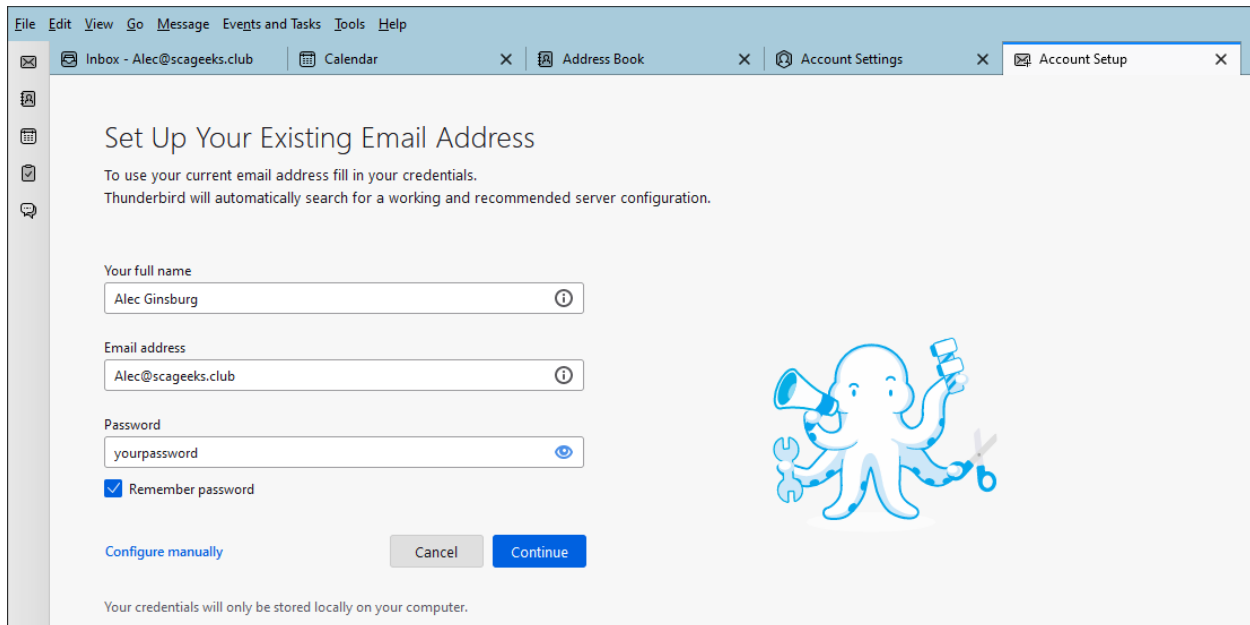
## Issues I ran into

### *Email sent to wrong account*

This should send a setup email to the 'Alternate Email' account specified allowing the user to set their password. My initial try however didn't send the email, but did create the email account on the cPanel server.

It turned out that it sent the configuration email to [alec@scageeks.club](mailto:alec@scageeks.club)! And not the 'Alternate Email' account specified! This is a cart before the horse problem as the user needs the email before they can setup their account and check their mail!

You can get around this problem by setting the password in cPanel and then creating a new email account in Thunderbird (or whatever email client you use) as follows. The problem of course is that you have to communicate the password to the user in some other secure way.



### *Password starting with '~' fails in Thunderbird*

For some reason cPanel generates passwords starting with tilde, and Thunderbird mysteriously fails with these passwords.

The problem is enraging until you realize what is going on. The solution is very simple – just remove the tilde from the start of the password.

# WordPress

## Install WordPress into one of your domains

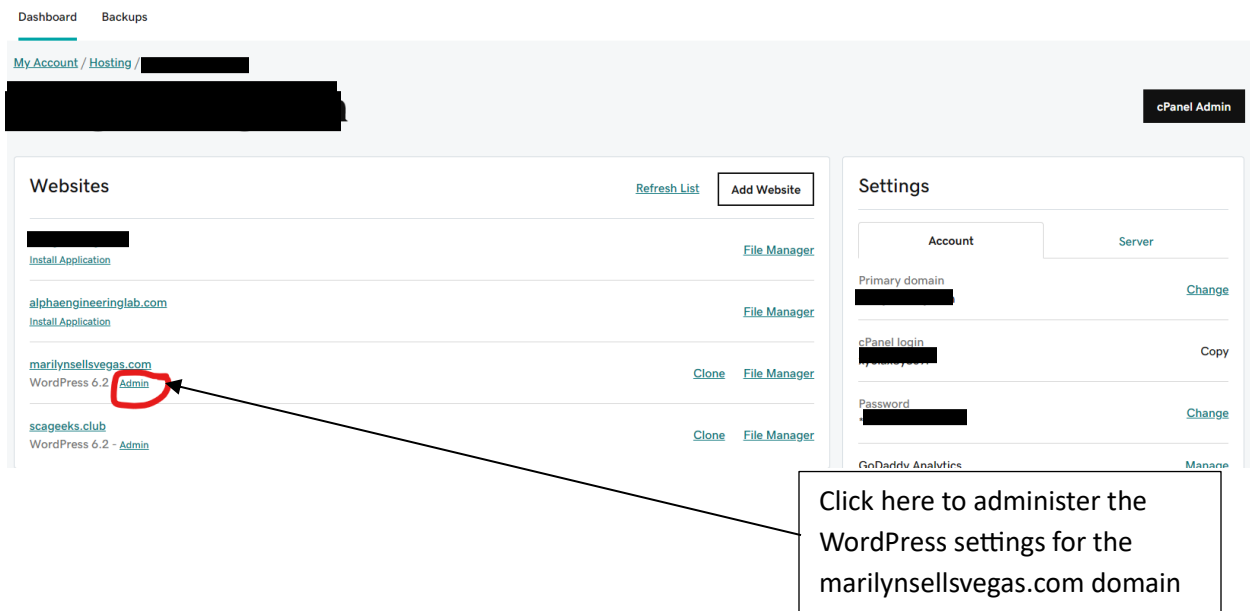
Before you can use or configure WordPress, you need to install it into the domain.

Go to the [cPanel Hosting](#) screen.

Click the “Install Application” link underneath the container domain. Follow the instructions to install the application you need from the list of available applications.

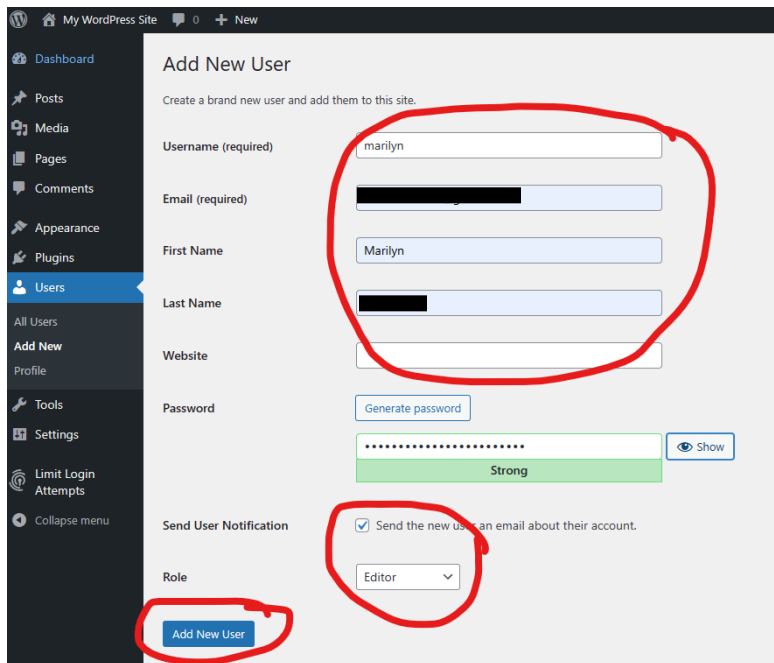
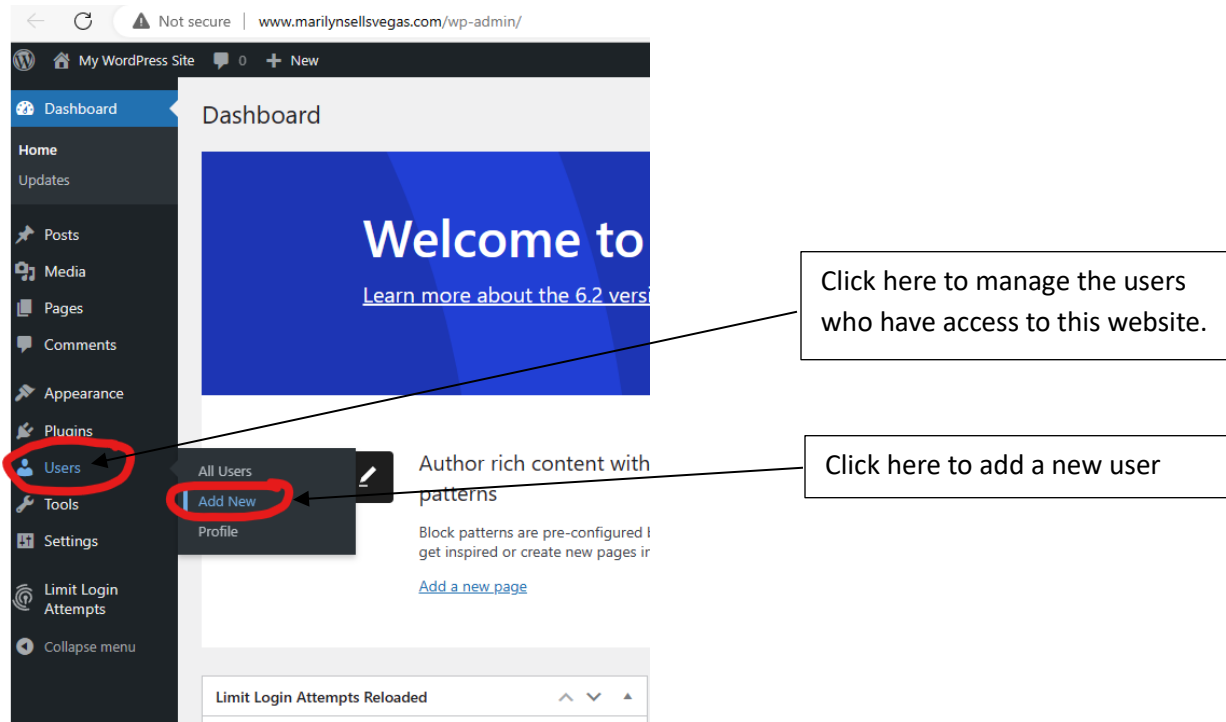
## Important WordPress Settings

All of the WordPress settings are accessed through the cPanel hosting screen.



## Grant User Access to Edit WordPress Content

If you only want another person to be able to modify the actual content on the web page you need to add them as a user on that WordPress site.

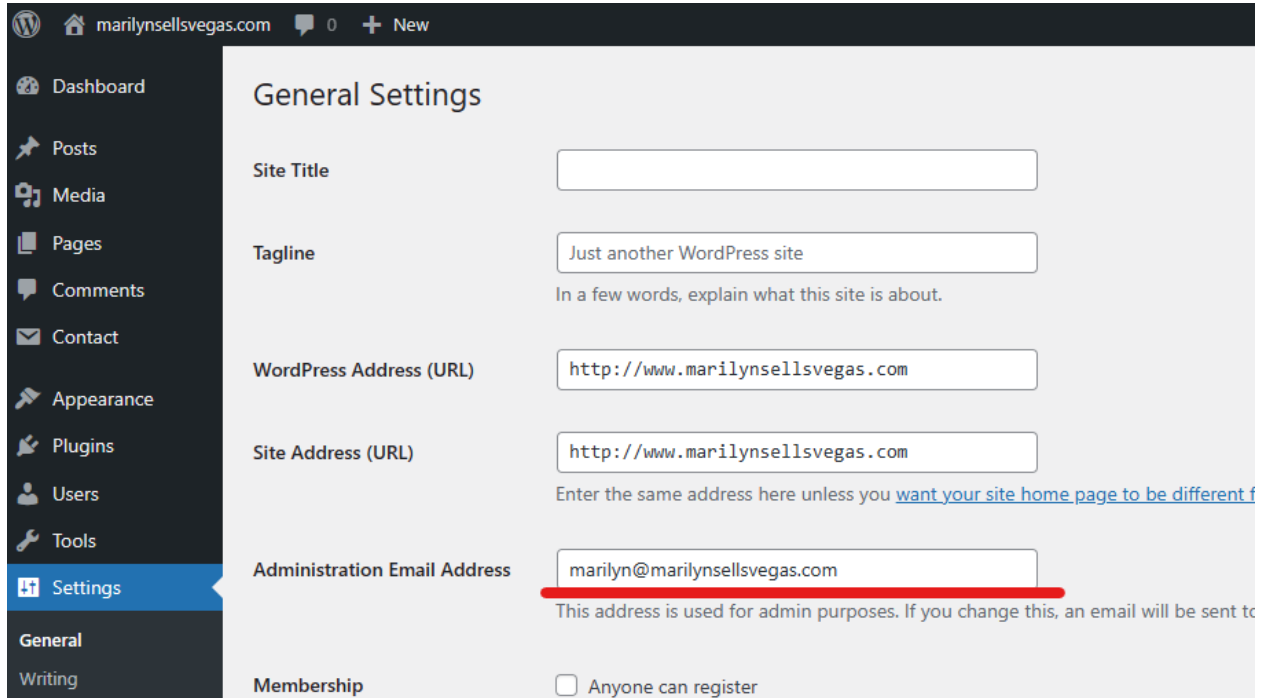


This will then send them an email instructing them how they can login and edit the web site.

## Change the Admin Email Address to get user feedback on your site

Whenever something happens on your website, an email is sent to the admin email address.

This can include security notifications, changes to the website, and more usefully attempts by visitors to contact or send information to the site – such as filling out forms, etc.



This defaults to the cPanel admin account email.

I spent some time thinking this would be a setting the form control itself and searching for where it was actually settable to no avail.

You should change this to be some email address you actually check on a regular basis so that you will promptly get data from users visiting your site.

## Hand Editing Static Web Sites

The following information is invaluable if you choose to hand edit your html files. I had to do this when my prior web site host went out of business and I had to maintain my existing static web site without the help of the web site builder tool that they provided. When I get the time, I will convert this site to use WordPress or something else more modern, but in the meantime, this works great for me.

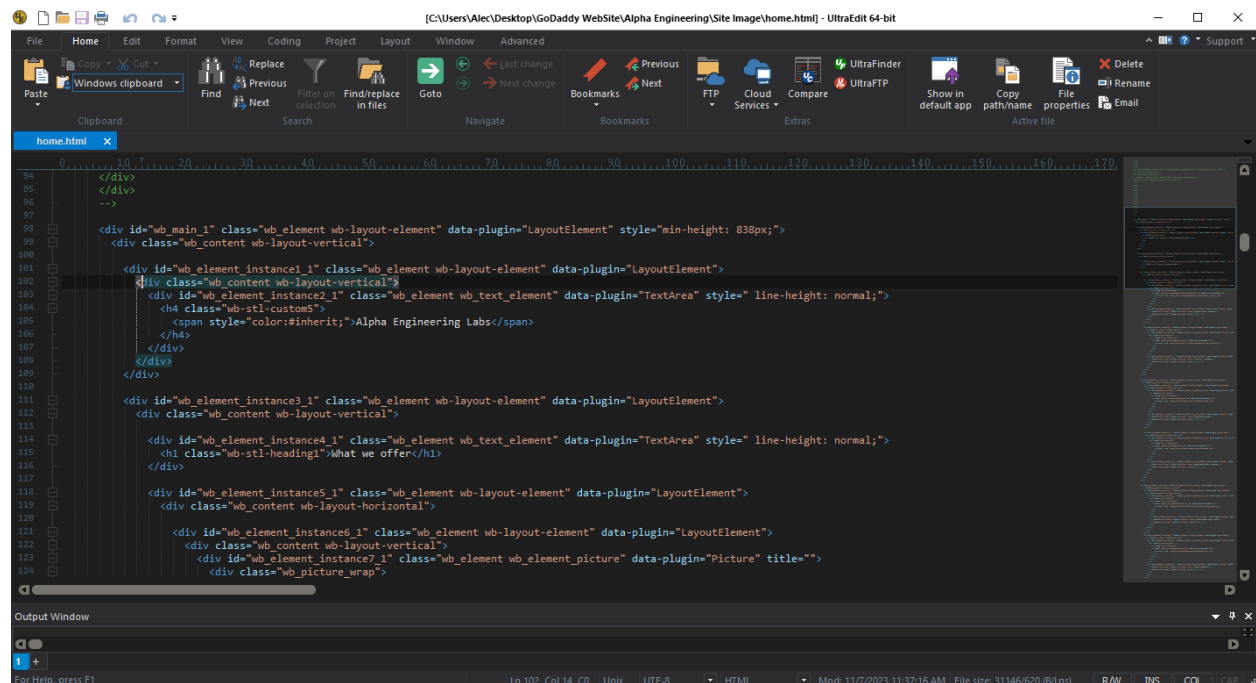
### Option 1 - Using UltraEdit

You can purchase a copy of [UltraEdit](#) (or several other editors that handle HTML) and edit your HTML files much easier than using Microsoft Edge. UltraEdit does cost money, but in my opinion after having done it both ways, UltraEdit is the way to go!

As an added benefit, UltraEdit supports editing in many other computer languages as well.

UltraEdit supports all of the syntax and element matching for HTML making it a breeze to find and fix issues in your script.

Below is a screen shot of my website's main page HTML file in UltraEdit.



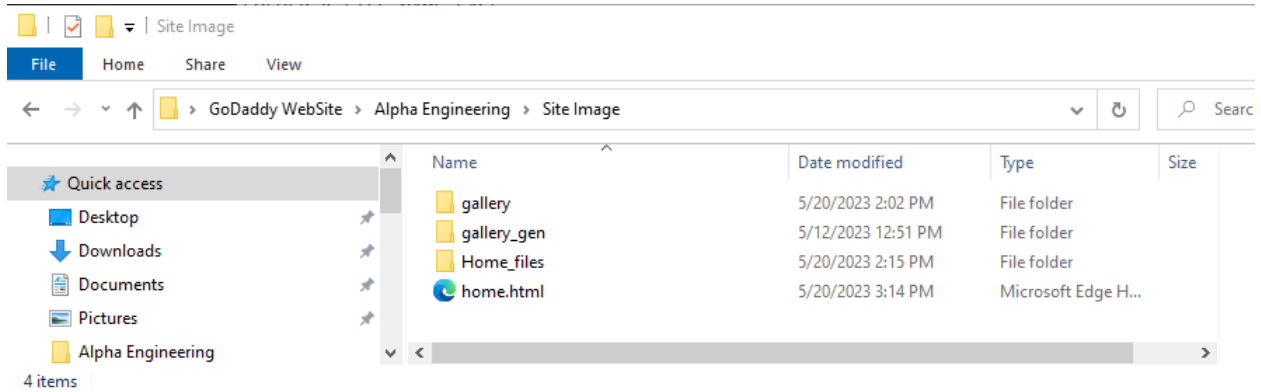
```
94 </div>
95 </div>
96 -->
97
98 <div id="wb_main_1" class="wb_element wb-layout-element" data-plugin="LayoutElement" style="min-height: 838px;">
99 <div class="wb_content wb-layout-vertical">
100
101 <div id="wb_element_instance1_1" class="wb_element wb-layout-element" data-plugin="LayoutElement">
102 <div class="wb_content wb-layout-vertical">
103 <div id="wb_element_instance2_1" class="wb_element wb_text_element" data-plugin="TextArea" style="line-height: normal;">
104 <h4 class="wb-st1-custom5">
105 <span style="color:#inherit;">Alpha Engineering Labs</span>
106 </h4>
107 </div>
108 </div>
109 </div>
110
111 <div id="wb_element_instance3_1" class="wb_element wb-layout-element" data-plugin="LayoutElement">
112 <div class="wb_content wb-layout-vertical">
113
114 <div id="wb_element_instance4_1" class="wb_element wb_text_element" data-plugin="TextArea" style="line-height: normal;">
115 <h1 class="wb-st1-heading1">What we offer</h1>
116 </div>
117
118 <div id="wb_element_instance5_1" class="wb_element wb-layout-element" data-plugin="LayoutElement">
119 <div class="wb_content wb-layout-horizontal">
120
121 <div id="wb_element_instance6_1" class="wb_element wb-layout-element" data-plugin="LayoutElement">
122 <div class="wb_content wb-layout-vertical">
123 <div id="wb_element_instance7_1" class="wb_element wb_element_picture" data-plugin="Picture" title="">
124 <div class="wb_picture_wrap">
```

You will still need to build the web site file structure on your local PC, and upload you changes to the server when you are done (as described in the [following section](#)) but this is a much better way to go in my opinion.

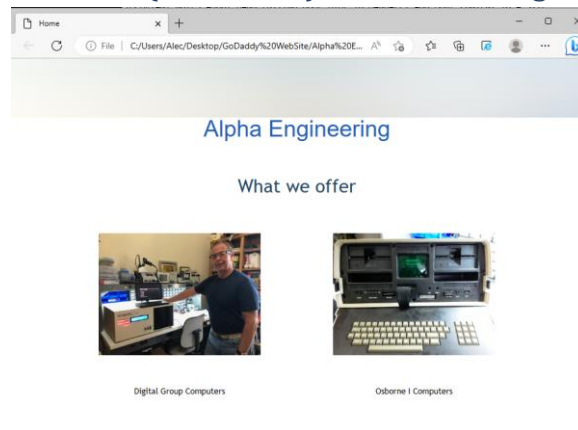
## Option 2 - Using Microsoft Edge

### Step 1 – Build the web site file structure on your local PC

You need to put together all of the files needed for your website in a folder on your local PC. You need this so that you can hand edit and test the files before they are uploaded to the host.

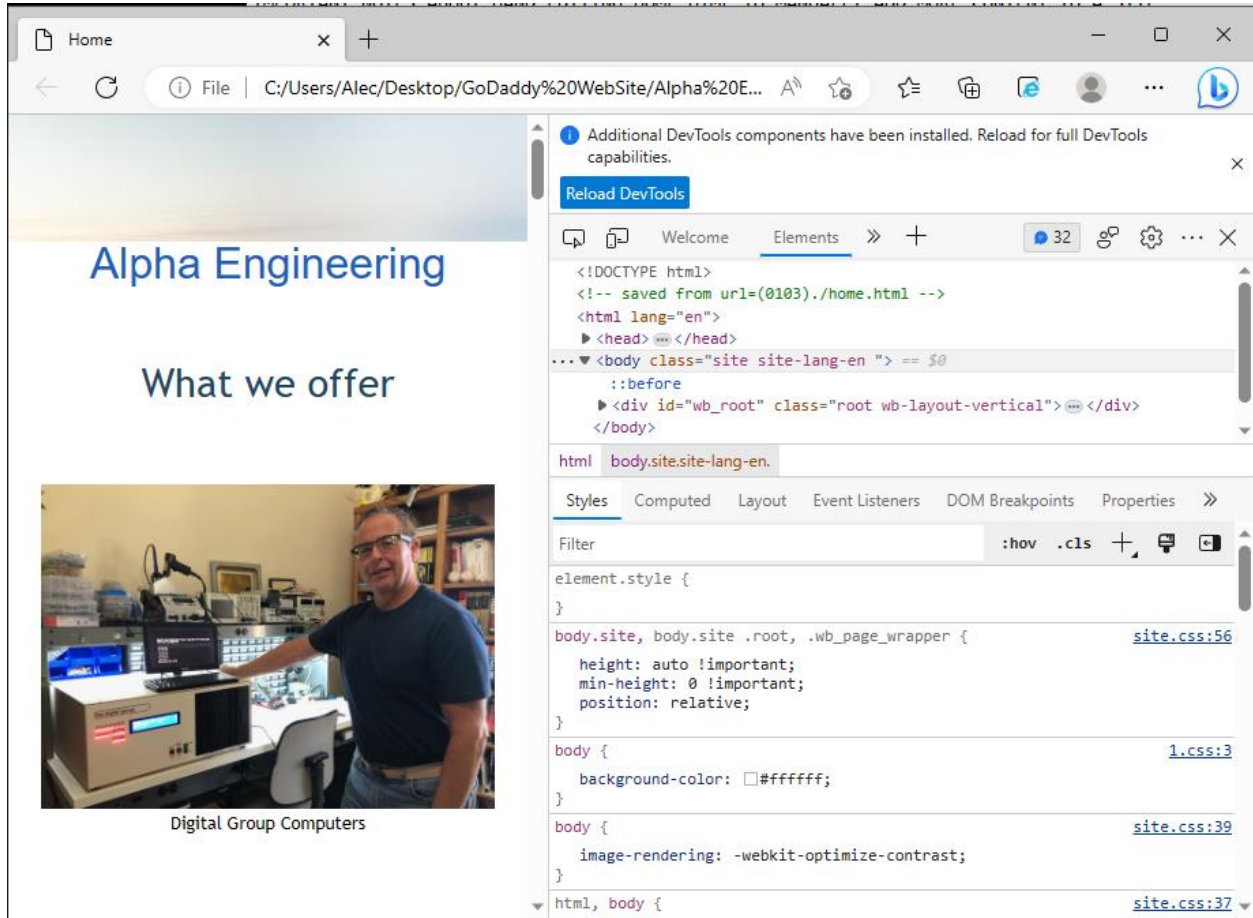


### Step 2 – Open your root HTML file (home.html) in Microsoft Edge



### Step 3 – Open the Developer’s Window in Microsoft Edge

Hit Control-Shift-I to open the developer’s window. You will see the new pane open to the right of your web page displaying all kinds of technical information about the web site elements.



#### Step 4 – Navigate to the elements of interest & change them

- expand the HTML elements out by clicking on the little black triangles
  - clicking the triangle will expand the next level
  - right clicking the triangle and selecting "expand recursively" will expand ALL of the children levels
- hover over items in the elements window and you will see the corresponding pieces highlighted in grey in the left web page window
- when you find the item you want to duplicate, right click on it in the elements window and select 'duplicate'
  - this will create a duplicate (with all GUIDs fixed up) that you can then edit
- when you are done, right click in the left web page window and select "save as" to save your changes.

Click the black triangles to expand the element. Right click the black triangle and pick "expand recursively" to expand ALL of the children elements as well

Note how the selected element in the right is highlighted in the left pane. This helps you "find" the element to edit.

The screenshot shows a web browser window with the address bar displaying 'C:/Users/Alec/Desktop/GoDaddy%20WebSite/Alp...'. The DevTools interface is open, showing the 'Elements' panel on the right and the 'Styles' panel below it. The 'Elements' panel shows a tree view of HTML elements, with a specific element selected and highlighted in grey. The 'Styles' panel shows the CSS rules for the selected element, including a media query for a maximum width of 767px. A callout box on the left provides instructions on how to expand elements using black triangles in the 'Elements' panel. Another callout box at the bottom notes that the selected element in the right pane is highlighted in the left pane, which helps in finding the element to edit.



## Sync changes to the Host Server

When you are all done testing your changes locally you need to upload any changed files to the server and perform a final 'live' test.

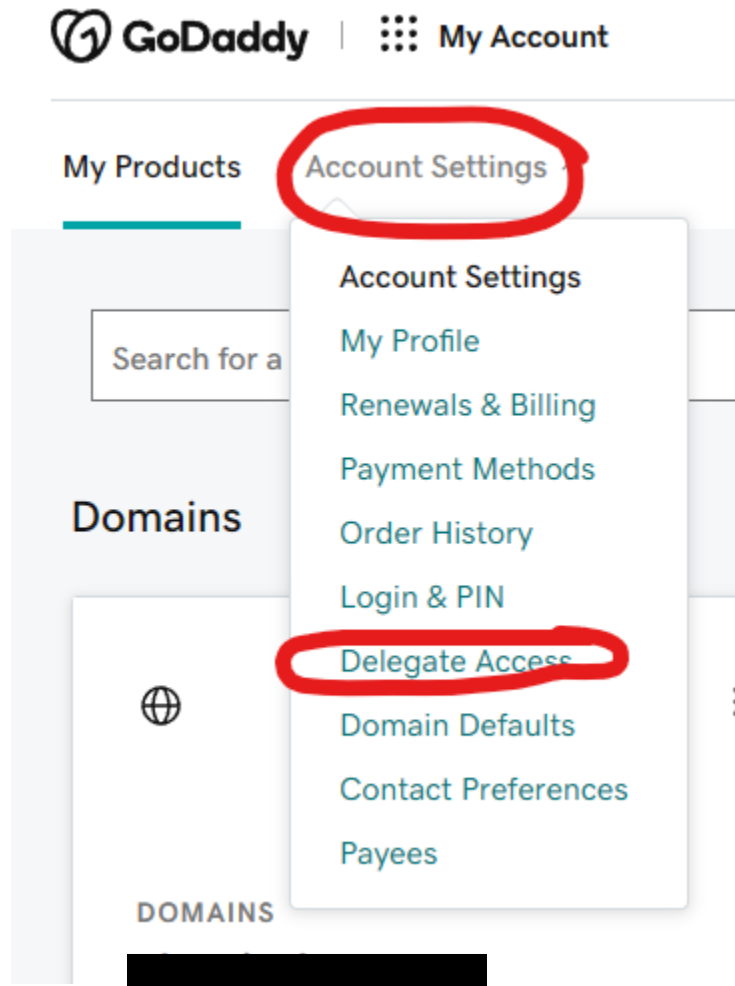
## Important Notes – DO NOT skip these!

1. BEWARE - in the top of the dev window you may see prompts to specify the base path (or to reload devtools.) If you choose this it will replace all of your relative paths with hard paths BREAKING the ability to use the same file on your PC and on your host! DO NOT DO THIS unless you want to spend lots of time in a binary editor fixing all the object paths.
2. FOLDER & FILE NAME CASE
  - a. File & Folder names are:
    - i. case SENSITIVE on Linux
    - ii. case IN-SENSITIVE on windows
  - b. If you hand edit 'home.html' and test it on windows, even though it works when tested it can fail on Linux (when you upload it to actual server) if you specified the file path/name case incorrectly
  - c. Things like: `src="./home_files/GoDaddy.jpg"`
    - i. work on windows regardless if the "home files" folder is: Home\_files OR home\_files
    - ii. but fails completely on Linux unless the "home file" folder is: home\_files
3. Prefer relative paths so that you can test and run the same file regardless of where it is placed.
  - a. `href="./Home_files/bootstrap.min.css"`
  - b. instead of
  - c. `href="http://www.alphaengineeringlab.com/Home_files/bootstrap.min.css"`
  - d. (make sure `<base href=".>` as well - this is near the top of home.html)

## Give Another GoDaddy User Rights to Manage your Account

I originally thought this was needed to allow another use to change the website contents, but it is not. This access allows you to manage the business aspects of the account.

If you set this up, please note that your shared resources will NOT show up in the other user's account. They will need to use "Delegate Access" to access your shared resources.

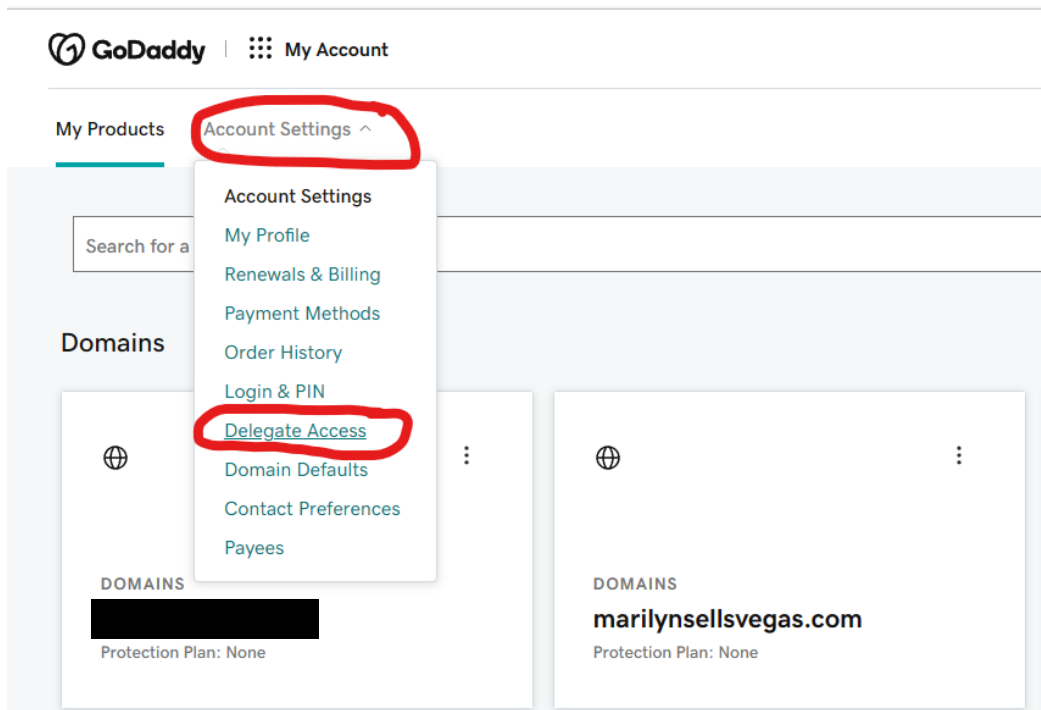


To grant another user to manage the web site content in a WordPress site, please refer to the [following section](#).

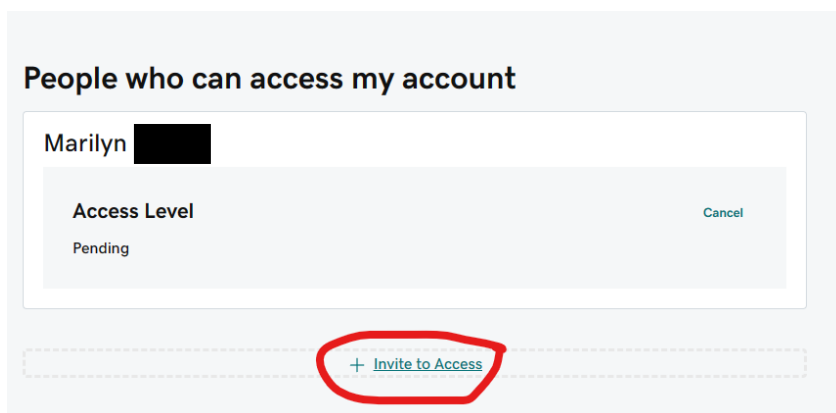
## Grant Delegate Access

Go to your “my products” page as shown below, and choose “Delegate Access” on the “Account Settings” drop down menu.

This is very confusing because sometimes it will bring you directly to the page, and other times it will require two step authentication and leave you at a dummy page and you will have to navigate back to the “My Products” page and re-do this step of picking “Delegate Access”.



Then click the “Invite to Access”



The person you invite MUST have a GoDaddy.com account that has been properly setup and the email address has been validated. The invitation will expire after 72 hours if they haven’t responded, or you can cancel it here at any time.

## Limit Delegate Access

Go to Domain Portfolio, and create a folder for the domain(s) you wish to share.

Domain Portfolio [Exit Beta](#)

Search or copy/paste domains

Auto-renew Lock Domain Privacy Extensions Expiration Nameservers More

1-4 of 4 domains

Domain Name	Expiration	Auto-renew	Estimated Value	Domain Privacy	Protection Plan	Lock
[REDACTED]	May 11, 2024	Off	Less than \$100	On	<a href="#">Add Protection</a>	On
<a href="#">alphaengineeringlab.com</a>	May 13, 2026	On	Less than \$100	On	<a href="#">Add Protection</a>	On
<input checked="" type="checkbox"/> <a href="#">marilynsellsvegas.com</a>	May 11, 2026	On	Less than \$100	On	<a href="#">Add Protection</a>	On
<input type="checkbox"/> <a href="#">scageeks.club</a>	May 13, 2024	On	Less than \$100	On	<a href="#">Add Protection</a>	On

**Folders** Profiles Columns

**FILTER BY FOLDERS**

Search

Not in a folder

All Domains

Marilyn's Folder

Apply Cancel Clear All

**+ New Folder**

[Edit Folder](#)

Fill in the form and set the permissions you want

×

### Create a new folder

Folder Name\*

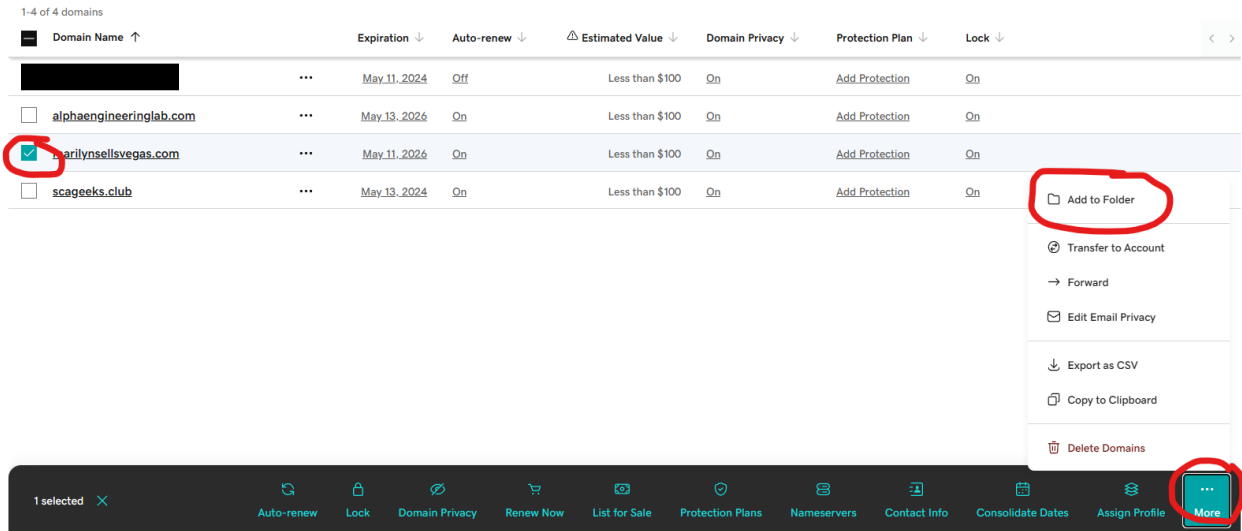
Folder Description

Delegate Name Management Access Transfer Access

Marilyn   On  Off

Note: To add new delegates or delete existing ones, go to [My Account](#)

Then select the domains you want that delegate to be able to manage by checking the checkbox on the left. A menu will appear on the bottom of the screen. Click the "... More" button at the bottom right. Then click the "Add to Folder" option on the pop-up menu.



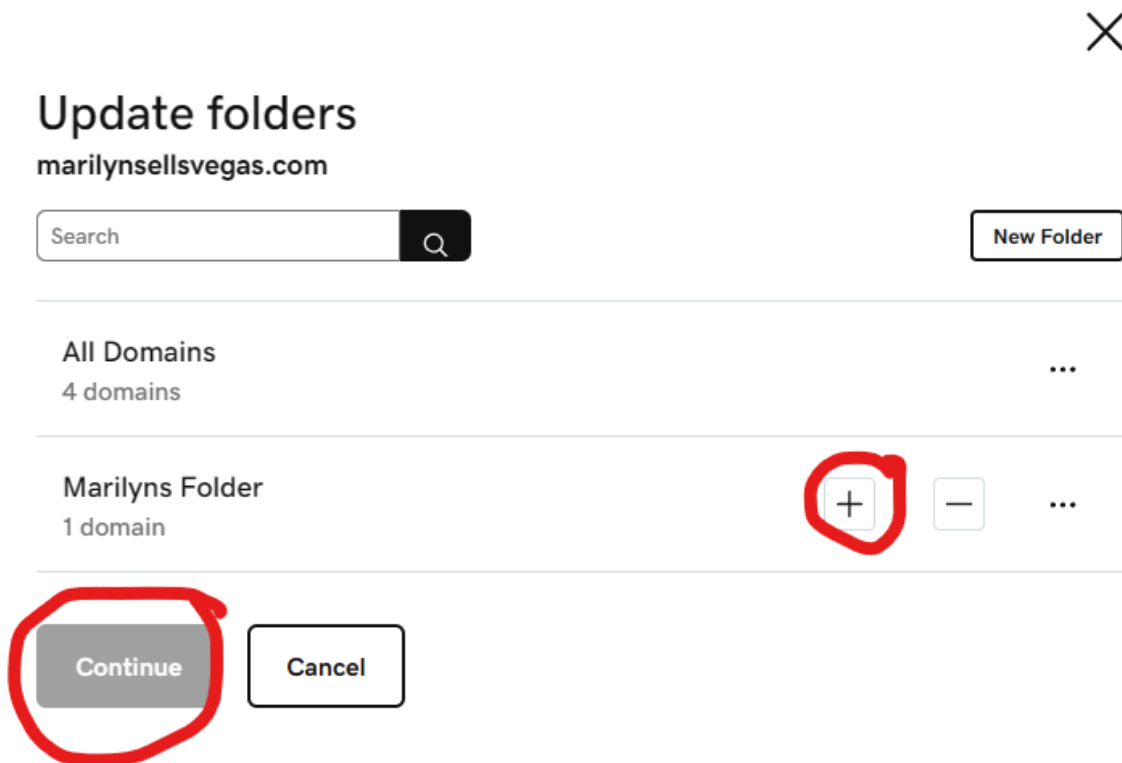
The screenshot shows a domain management interface with a table of 4 domains. The domain 'marilynsellsvegas.com' is selected. A 'More' menu is open at the bottom right, with 'Add to Folder' highlighted. The 'More' button in the bottom navigation bar is also highlighted.

Domain Name	Expiration	Auto-renew	Estimated Value	Domain Privacy	Protection Plan	Lock
[REDACTED]	May 11, 2024	Off	Less than \$100	On	Add Protection	On
alphaengineeringlab.com	May 13, 2026	On	Less than \$100	On	Add Protection	On
<input checked="" type="checkbox"/> marilynsellsvegas.com	May 11, 2026	On	Less than \$100	On	Add Protection	On
scageeks.club	May 13, 2024	On	Less than \$100	On	Add Protection	On

- Add to Folder
- Transfer to Account
- Forward
- Edit Email Privacy
- Export as CSV
- Copy to Clipboard
- Delete Domains

1 selected | Auto-renew | Lock | Domain Privacy | Renew Now | List for Sale | Protection Plans | Nameservers | Contact Info | Consolidate Dates | Assign Profile | More

Click the "+" icon on the folder you want this domain to reside in, and press "Continue"



The screenshot shows the 'Update folders' dialog for the domain 'marilynsellsvegas.com'. It lists two folders: 'All Domains' (4 domains) and 'Marilyns Folder' (1 domain). The '+' icon next to 'Marilyns Folder' is highlighted. The 'Continue' button is also highlighted.

### Update folders


marilynsellsvegas.com

Search [REDACTED] [REDACTED] New Folder

- All Domains  
4 domains
- Marilyns Folder  
1 domain

Continue Cancel

IMPORTANT - Make sure you also remove delegate access from the "All Domains" default folder.




## Manage folder

Folder Name\*

Folder Description

Delegate Name	Management Access	Transfer Access
Marilyn [REDACTED]	<input type="checkbox"/> Off	<input type="checkbox"/> Off

Note: To add new delegates or delete existing ones, go to [My Account](#) 

## View Delegate Access in Folder

Apply the folder for which you want to see the access

Domain Portfolio [Exit Beta](#)

Search or copy/paste domains

Auto-renew Lock Domain Privacy Extensions Expiration Nameservers More

1-4 of 4 domains

<input type="checkbox"/>	Domain Name ↑	Expiration ↓	Auto-renew ↓	Estimated Value ↓	Domain Privacy ↓	Protection Plan ↓	Lock ↓
<input type="checkbox"/>	[REDACTED]	May 11, 2024	Off	Less than \$100	On	Add Protection	On
<input type="checkbox"/>	alphaengineeringlab.com	May 13, 2024	On	Less than \$100	On	Add Protection	On
<input checked="" type="checkbox"/>	marilynsellsvegas.com	May 11, 2024	On	Less than \$100	On	Add Protection	On
<input type="checkbox"/>	scageeks.club	May 13, 2024	On	Less than \$100	On	Add Protection	On

**FILTER BY FOLDERS**

Search

Not in a folder

All Domains

Marilyn's Folder

[+ New Folder](#)

[Edit Folder](#)

The display will change to only show the domains in this folder. To show all domains again, repeat the above steps but choose "All Domains".

Domain Portfolio [Exit Beta](#)

Search or copy/paste domains

Auto-renew Lock Domain Privacy Extensions Expiration Nameservers More

1 domain

<input checked="" type="checkbox"/>	Domain Name ↑	Expiration ↓	Auto-renew ↓	Estimated Value ↓	Domain Privacy ↓	Protection Plan ↓	Lock ↓
<input checked="" type="checkbox"/>	marilynsellsvegas.com	May 11, 2024	On	Less than \$100	On	Add Protection	On