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Godaddy

Invite a delegate to access my GoDaddy account
You can invite a delegate (like your web designer or developer) to access the GoDaddy products in your account. Delegates can open and use your products, but they can't view or change account information like your payment methods and passwords.

Go to your GoDaddy <u>Delegate Access</u> page. You might be prompted to sign in.

If more than one domain > click on domain > manage domain > left nav (delegate access)

In the **People who can access my account** section, select **Invite to Access**.
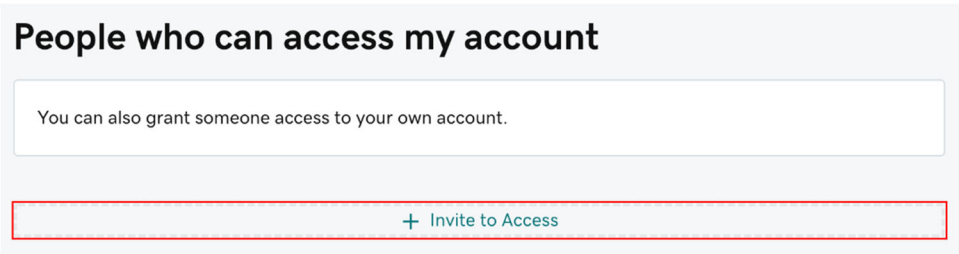
Enter the **Name- "ADA BWT"** and **Email** address – bwt@ada.org for the person you're inviting.

Invite to Access

Enter a name and email address for the person you'd like to grant acc
level and click Invite.

Name *

ADA BWT

Email *

bwt@ada.org

Access level requested* Learn More

○ **Products, Domains, & Purchase**

Access to manage products, domains, and purchase products usir
No access to view or modify the payment information.

○ **Products & Domains**

Access to manage products and domains only.

◉ **Domains Only**

Access to manage specific domains only. Choose individual domai

[Invite]

By clicking Invite, you agree to Account Access Terms of Service

Select one of the access levels –"Domains Only".

Select **Invite**. We'll send the person an email invitation to access your account. Once the person accepts, we'll let you know.

Cloudflare

https://developers.cloudflare.com/fundamentals/setup/manage-members/manage/

ROLE - **Administrator**

Add account members

To manage account members, you must have a role of Super Administrator and have a verified email address.

- **Dashboard**

- **API**

To add a member to your account:

- Log in to the Cloudflare dashboardOpen external link and select your account.

- Go to Manage Account > Members.

- Select Invite.

- Fill out the following information:

- Invite member: **bwt@ada.org**

- Scope: Use a variety of fields to adjust the [scope](#) of your roles.

- Roles: Choose one or more [roles](#) to assign your members.

- Select Continue to summary.

- Review the information, then select Invite.

Name.com

https://www.name.com/blog/creating-and-managing-cloned-or-sub-accounts-on-name-com

What are cloned/sub accounts?

So glad you asked! Cloned and sub accounts are created through your existing Name.com account, and are typically used for organizational purposes or so someone else has access to the domains you register. A cloned account copies all of the information in your existing account (including name servers, contact information, and security) with the exception of the username. These accounts are ideal for individual owners who want to sort or organize their domains, whether that is by client, by TLD, geographic location, or subject matter.

Sub accounts, on the other hand, will create a new account similar to your current one with default Name.com settings. These accounts are primarily used by those who manage other people's domains. You can purchase and maintain domains on behalf of your clients while also giving them access to the domain in their own account.

Cool! How do I set them up?

All you need to do is [log into your Name.com account](#). Once you're at your Account Dashboard, look under Account Settings on the left-hand side and click Cloned/Sub Accounts.

Account Settings

Account Settings
Payment Profiles and Auto Billing
Account Credit
View Invoices
Change Password
Two-Step Verification
Account Security Settings
Cloned/Sub Accounts

Here, you can manage your current sub accounts or create new ones. Scroll down to the Create New Account section and select the type of account you would like to create. For a cloned account, you will only have to create a new Username—everything else will be identical to what you already have in your existing account. If you create a sub account, you will have to enter both a username and a password, which you will likely **share with the person you are creating the account for. Email username, password, your site url, and host – name.com to bwt@ada.org** .

Create New Account

Type

✓ Sub Account
   Cloned Account

default contacts and default name servers. The sub account will have
default Name.com pricing and security settings. Sub accounts are good for
those that want to register domain names for others and then move them
into other accounts for their customers.

Username

Username

Password

Password

Confirm Password

Confirm Password

That's it!

If you ever need to manage any of the sub accounts you created, you can do so through your main account. Just go back to the Sub Account Management page and log into whichever sub/cloned account you want to to make changes to. Just keep in mind that you'll have to log out of that account and back into your main account each time you go in to make a change.

And if you ever get stuck, feel free to pick the brain of any of the lovely people on our support team.

Enom.com

To enable the Access Domain Management portal, you must first set an access password for the domain from within your account.

1. Sign into your account.

Login to Your Account

Login ID

Password

☐ Remember my Login ID
☐ Keep me logged in

Login   Create Account I Forgot Login? I Forgot password?

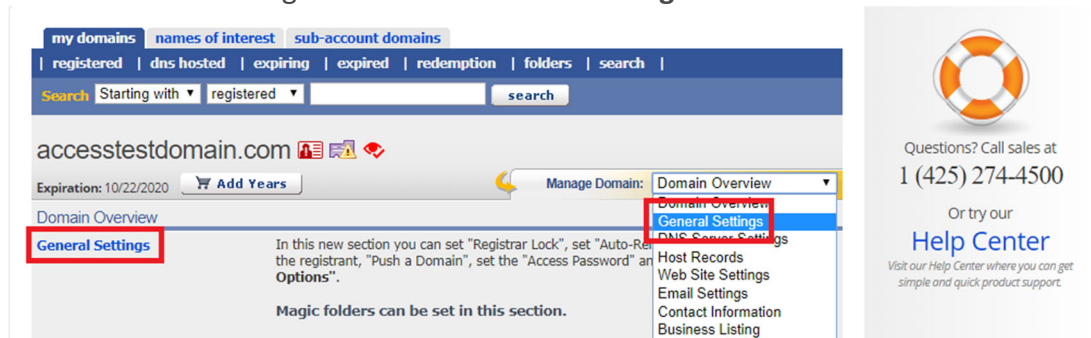By logging in to this site you agree to all the terms & conditions.

Select **Domains** followed by **My domains**.
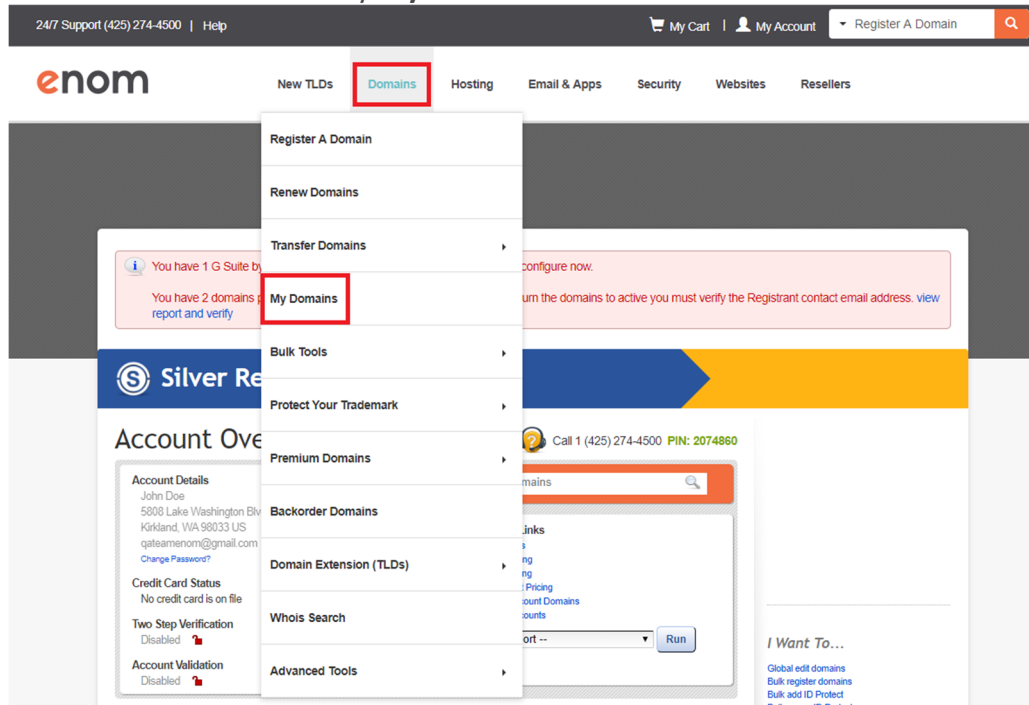
2. Click on the domain name you would like to enable access domain management portal.
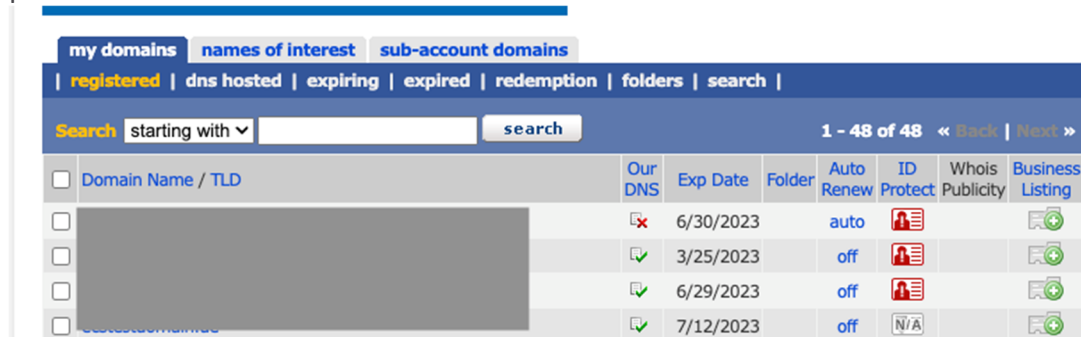
3. Go to the **General settings** page for that domain or use the **Manage domain** drop-down menu on the right and select **General settings.**

4. Under Set access password, type in a password, re-type the password, then click **Save** in the lower right-hand corner.
   Note: The password must be 10-20 characters, are letters, numbers, hyphens and

underscore and must start with a letter or number.

Logging in at access.enom.com

Once an access password has been set, the domain can be managed by logging in at the Access Domain Management portal with the domain name and the access password. **Email domain name and access password to bwt@ada.org**

EXACT Hosting

https://help.exacthosting.com/hc/en-us/articles/16965935786259-Client-area-management-guide#h_01F7VK3BJDC6DGHKJ78950APFP

Here are the instructions to add an admin based on her hosting account

Managing account users' access

There are two types of users you can add to your Exact Hosting account for management, sub-accounts, and contacts. Sub-accounts can log in if you allow them while contacts cannot.

Adding a sub-account

You can adjust sub-account permissions to create layers of account access such as pay bills, receive emails from Exact Hosting, or manage domain DNS.

1. Open the client area click **Account** and then **Login**.
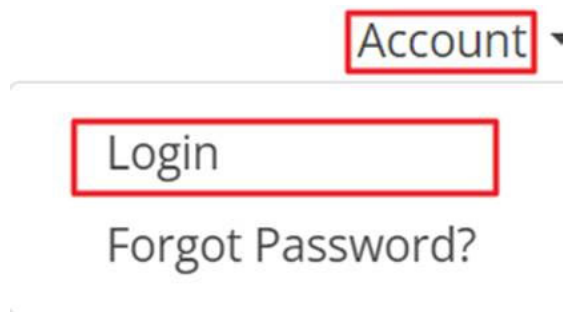
2. Enter the username and password then press **Login**.

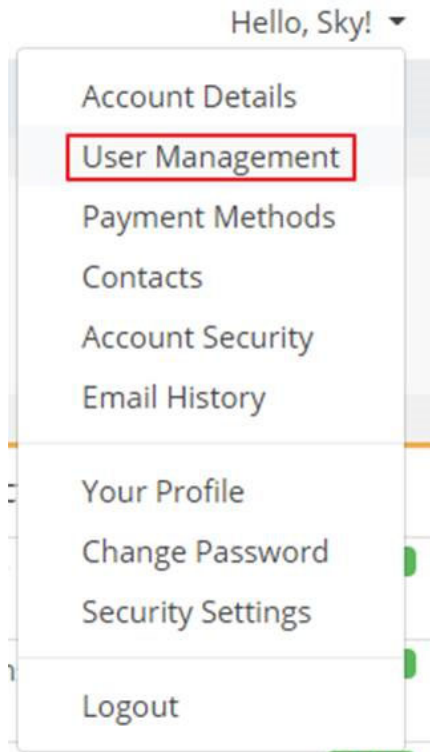## Login

Sign in to your account to continue.

Email Address

👤 | name@example.com

Password   Forgot Password?

🔑 | Password   👁

Login   ☐ Remember Me

Not registered? **Create account**

3. Select Hello, {your name} followed by **User management**.

Hello, Sky! ▾

Account Details

User Management

Payment Methods

Contacts

Account Security

Email History

Your Profile

Change Password

Security Settings

Logout

4. Enter the email address – bwt@ada.org you want to invite. Press **Send invite**.

User Management

1 Users Found

Email Address / Last Login	Actions
▮▮▮▮.com [Owner] 🛡 Last Login: Never	Manage Permissions Remove Access
Pending Invites	
▮▮▮▮.com Invite Sent: 1 hour ago	Resend Invite Cancel Invite

* Account owners always have full permissions over a client account.

Invite New User

Inviting a new user allows you to invite a new user to your account. If the invitee already has an existing user account, they will be able to access your account using their existing login credentials. If the user does not yet have a user account, they will be able to create one.

{INSERT EMAIL ADDRESS}

⦿ All Permissions   ○ Choose Permissions

[Send Invite]

5. Adjust any permissions you want to grant or grant all permissions based on the access you want them to have.

Invite New User

Inviting a new user allows you to invite a new user to your account. If the invitee already has an existing user account, they will be able to access your account using their existing login credentials. If the user does not yet have a user account, they will be able to create one.

▮▮▮▮.com

○ All Permissions   ⦿ Choose Permissions

☐ Modify Master Account Profile - Access and modify the client profile information
☐ View & Manage Contacts - Access and manage contacts
☑ View Products & Services - View access to products, services and addons
☑ View & Modify Product Passwords - Allow password resets and other actions
☑ Perform Single Sign-On - Allow single sign-on into services
☑ View Domains - View access to domain registrations
☑ Manage Domain Settings - Allow domain management eg. nameservers/whois/transfers
☑ View & Pay Invoices - View and payment access to invoices
☐ View & Accept Quotes - View and acceptance permissions for quotes
☐ View & Open Support Tickets - Access to open, respond and manage support tickets
☐ View & Manage Affiliate Account - Access to view and request withdrawals
☐ View Emails - Access to view account email history
☐ Place New Orders/Upgrades/Cancellations - Allow placing of new orders

[Send Invite]

6. The receiver of your invitation has seven days to respond to this email. The invitation will expire after seven days, and a new one must be sent.

After accepting the invitation, they'll need to either create an account or log in using their existing account credentials.

Google

If you could please share your google domain with the bwt@ada.org email address I can make the DNS updates.

Here are the instructions. Please let me know if you need additional help.

Share management of your domain

7. Sign in to [Google Domains](#).

8. Select the name of your domain.

9. Open Menu

    ≡

    .

10. Click **Registration settings**.

11. Under "Domain permissions," click **Add user**.

12. Enter the email address bwt@ada.org .

The person you're sharing with will receive an email notification with a link to log into Google Domains.

Domains Priced Right

Invite a delegate to access my Domains Priced Right account

You can invite a delegate (like your web designer or developer) to access the Domains Priced Right products in your account. Delegates can open and use your products, but they can't view or change account information like your payment methods and passwords.

13. Go to your Domains Priced Right Delegate Access page. You might be prompted to sign in.

14. In the **People who can access my account** section, select **Invite to Access**.

15. Enter the **Name** and **Email** address for the person you're inviting.

16. Select one of the access levels. (see below)

17. Select **Invite**. We'll send the person an email invitation to access your account. Once the person accepts, we'll let you know.

Delegate access: Levels of permission

When you invite another person or Domains Priced Right customer support sends a request to access your account as a delegate, you are required to select one of the following access levels. An access level determines what a delegate can do in your account.

Access level	Description
Products, Domains, & Purchase	A delegate can: 18. Make purchases on your behalf using your stored payment method. 19. Access your products (including product control panels) and cancel new products. For domains, you can allow delegates to handle management actions, transfer actions, or both.
Products & Domains	A delegate can: 20. Access your products (including product control panels) and cancel new products. For domains, you can allow delegates to handle management actions, transfer actions, or both. Learn how to
Domains Only	You can allow a delegate to handle management actions, transfer actions, or both.

Accounts Connection Only	A delegate can access your account at a future time, but cannot currently access or purchase products. Select this access level to keep a delegate connected to your account for future work.

Regardless of the access level you grant, your delegate *cannot*:

21. Accept an incoming domain transfer from another registrar or Domains Priced Right account

22. Manage or add payment methods to your account

23. Invite others to access your account

24. View or change your account credentials (like your password or Support PIN)

25. View your order history

26. Upgrade products (only new purchases and renewals are supported)

27. Create or edit social media posts

Network Solutions

To do this, log in at Network Solutions.

- Once logged in, click on your username in the top right-hand corner.
- Select "Accounts and Users".
- Select "Manage".
- Scroll down to the "User Roles & Permissions" section and press the "Add User" button.
- Enter the name "**DNS Manager**" and email address "**bwt@ada.org**".
- Select the "Tech" role.
- Click "Invite".