Business

School

How to Add and Verify Your Domain for
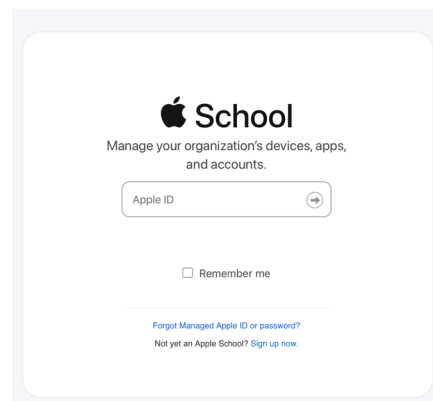
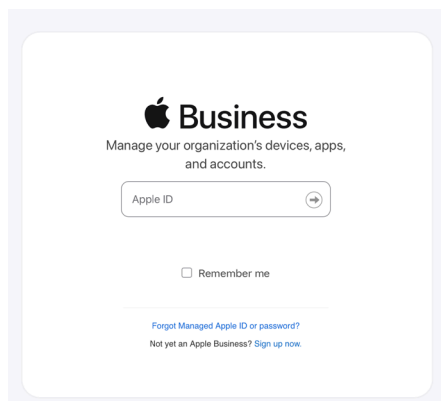Apple Business Manager or

Apple School Manager

Apple requires that you verify the domain or domains associated with your Managed Apple IDs. This guide shows you how to verify one of your existing domains.

1. Log in to Apple Business Manager or School Manager.

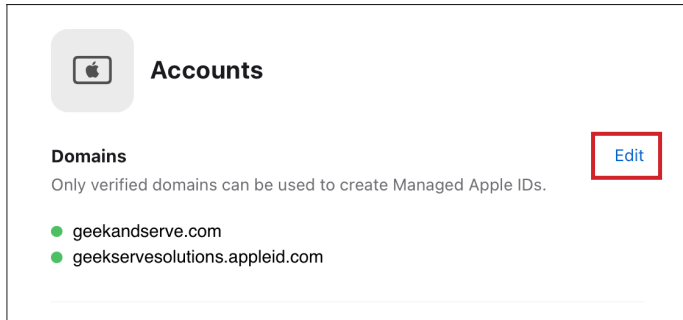## 2. Click on your account (your name on the bottom-left).
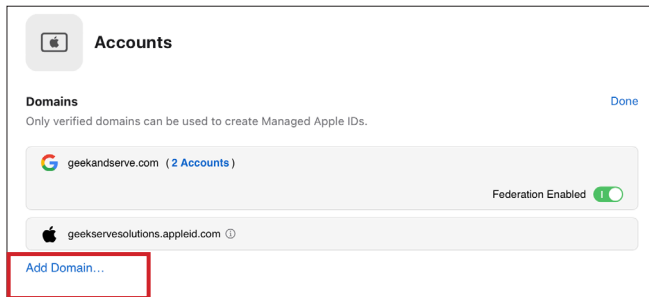## 3. Select Preferences.
4. Click Accounts
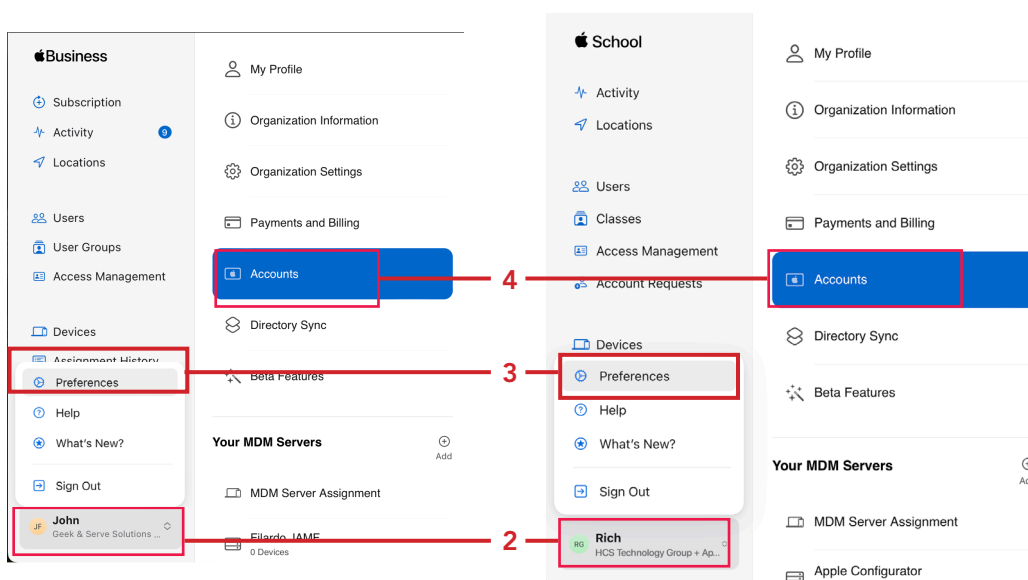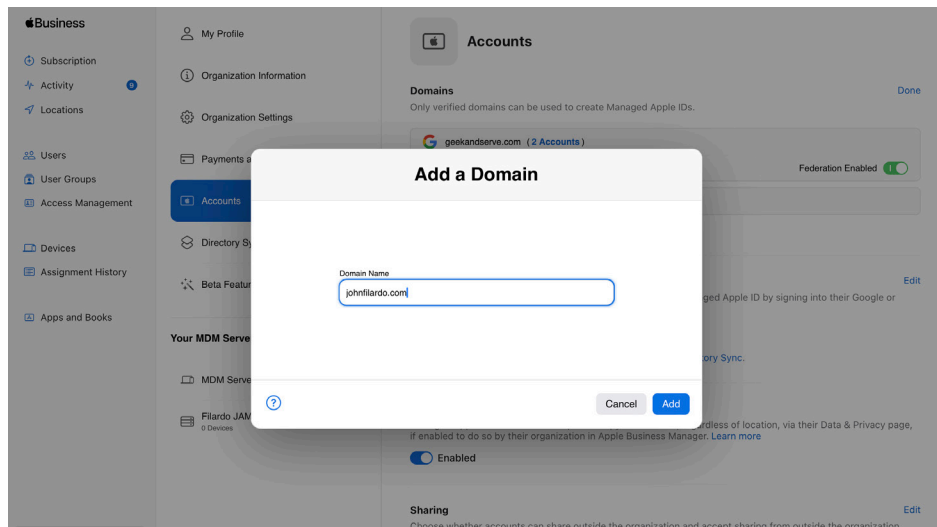
5. Under Domians, click Edit.

NOTE: If you have enrolled in either Apple Business Manager (ABM) or Apple School Manager (ASM), your domain may be in your account. Skip to step 9 to verify your domain.

6. Click Add Domain.

7. Enter a Domain Name.
8. Click Add.

9. Click Verify.

Domains   Done

Only verified domains can be used to create Managed Apple IDs.

G geekandserve.com (**2 Accounts**)
Federation Enabled ◯◉

| geekservesolutions.appleid.com ⓘ |

| johnfilardo.com   Remove |
| ● This domain is not verified · Learn more   Verify |

Add Domain…

10. Click Copy.

Domains   Done

Only verified domains can be used to create Managed Apple IDs.

G geekandserve.com (**2 Accounts**)
Federation Enabled ◯◉

| geekservesolutions.appleid.com ⓘ |

| johnfilardo.com   Remove |
| ● TXT Record ⓘ   Check Now |
| apple-domain-verification=KeVB7ciSxdbUTO1V Copy |

11. Open TextEdit, open a new blank document if necessary, and paste in the copied TXT record. You'll need this for a later step.

   NOTE: If you have a domain named hcsonline.com and a second domain listed as hcsonlinecom. appleid.com you will need two TXT records. Some domain providers show the TXT record as @. Two TXT records cannot contain the same name or symbol so use @ for the primary domain and use a name for the second domain. I.E. appleid.

| TXT | @ | apple-domain-verification=DlmeuKScRySC… | 1 Hour | ✎ |
| TXT | appleid | apple-domain-verification=mxoyPXjws1PtfO… | 1 Hour | ✎ |

12. Create a DNS TXT record at your domain registrar. This procedure will vary depending on your domain registrar. If you are using one of the following services, see their documentation for creating a TXT record in a zone file, or contact your DNS administrator:
   - Google: *Verify your domain with a TXT record*
   - GoDaddy: *Add a TXT record*
   - Microsoft Azure: *Add a TXT record for verification*
   - Network Solutions: *Managing Advanced DNS Records*
   - NameCheap: *How do I add TXT record for my domain?*

   If you have a different domain registrar, contact them for information on how to add a TXT record to your DNS zone file. As an example, this guide uses Site Ground.

13. After you log in to Site Ground, go to the Cpanel for DNS settings.

14. Select Advanced DNS Zone Editor.

Advanced
DNS Zone
Editor

15. Create a TXT record. Paste in the value that you copied in step 10.

16. Log out of your domain registrar.

Select a domain.

Domain: johnfilardo.com

Reset a Zone File

Reset the entries in your zone file to a default state. more »

Add a Record

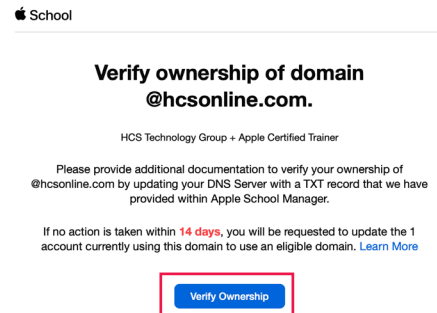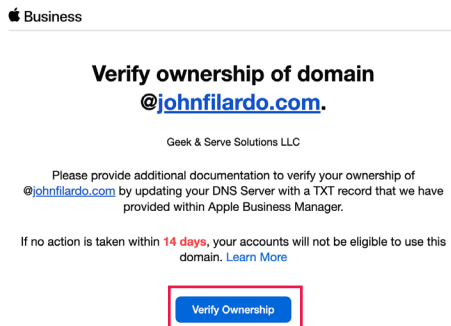Name: johnfilardo.com. ✓

TTL: 14400 ✓

Type: TXT

TXT Data: :ion=8GNg(✓

Add Record

Paste in the value that you copied in step 10

17. Check the email account that is tied to the Apple Business Manager or Apple School Manager account that you signed in with. In the verification email message, click the Verify Ownership.

 Business

Verify ownership of domain @johnfilardo.com.

Geek & Serve Solutions LLC

Please provide additional documentation to verify your ownership of @johnfilardo.com by updating your DNS Server with a TXT record that we have provided within Apple Business Manager.

If no action is taken within 14 days, your accounts will not be eligible to use this domain. Learn More

Verify Ownership

 School

Verify ownership of domain @hcsonline.com.

HCS Technology Group + Apple Certified Trainer

Please provide additional documentation to verify your ownership of @hcsonline.com by updating your DNS Server with a TXT record that we have provided within Apple School Manager.

If no action is taken within 14 days, you will be requested to update the 1 account currently using this domain to use an eligible domain. Learn More

Verify Ownership

18. To test your DNS TXT record, Open Terminal then enter the following command:

```
dig -t txt yourdomaingoeshere.com
```

The results will return the TXT record you created at your domain registrar.

NOTE: It can take up to 24 hours for the new DNS record to propagate across the internet.

19. Go back to Apple Business Manager or Apple School Manager.

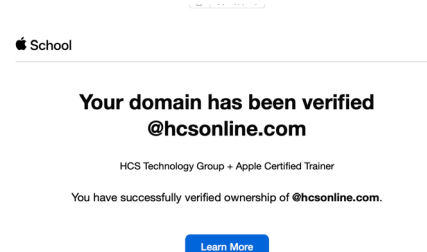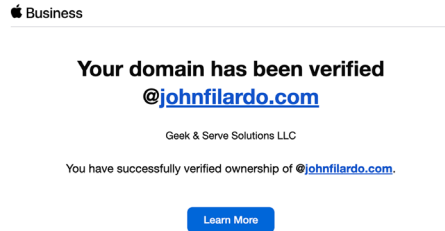20. Go to the domains section, then click Check Now.
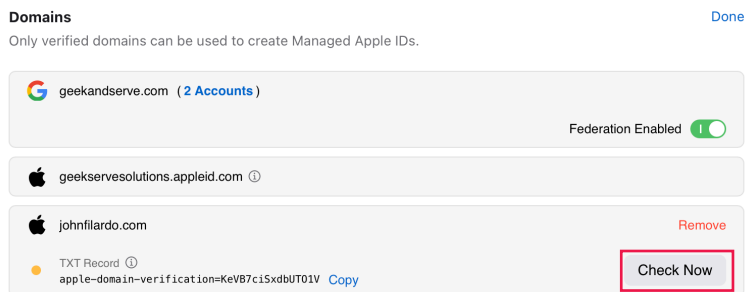
21. If all went well, you should see "Verified ownership".
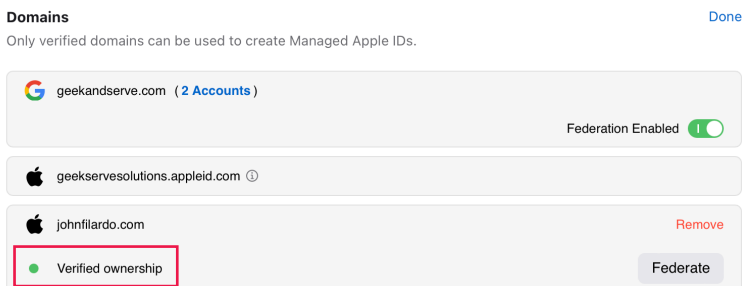
13. Check the email account associated with the Apple Business Manager or Apple School Manager account that you signed in with. Confirm there is an email message from Apple letting you know your domain has been verified.

 Business

Your domain has been verified
@johnfilardo.com

Geek & Serve Solutions LLC

You have successfully verified ownership of **@johnfilardo.com**.

Learn More

 School

Your domain has been verified
@hcsonline.com

HCS Technology Group + Apple Certified Trainer

You have successfully verified ownership of **@hcsonline.com**.

Learn More

14. You can close the TextEdit document without saving it; you no longer need the information stored there.

   If you'd like help implementing the solution in this white paper, we are ready to help; contact us at info@hcsonline.com or (866) 518-9672.

   If you have corrections please send them to info@hcsonline.com