

Quick Reference Guide

Web Host Manager and cPanel

| If you want to: | Go here: |
|-------------------------------------|--|
| Set up a domain | <i>In the WHM</i> Select Account Functions Select Create a New Account |
| Modify Name servers | <i>In the WHM</i> Select Server Configuration |
| Modify an account Privileges | <i>In the WHM</i> Select Account Functions Select Modify an Account Choose the specific account to modify Select Modify |
| Switch between WHM and cPanel | <i>In the WHM</i> Select Account Information Select List Accounts Click on the cPanel Icon for the corresponding domain |
| Set up email for a domain | <i>In cPanel</i> Select Email Accounts |
| Create a CSR for an SSL Certificate | <i>In the WHM</i> Select SSL/TLS Select Generate a SSL Certificate and Signing Request |
| Add an IP to the server | <i>In the WHM</i> Select IP Functions Select Add a New IP Address |
| Assign an IP to a domain | <i>In the WHM</i> Select Account Functions Select Change Site's IP Address |

| | |
|-------------------------------------|--|
| Add/Update server software | <i>In the WHM</i> Select Software Select Update Server Software |
| Change a domain/FTP password | <i>In the WHM</i> Select Account Functions Select Password Modification |
| Turn on/off a domain | <i>In the WHM</i> Select Account Functions Select Suspend/Un-suspend an Account |
| Back up one or more domains | <i>In the WHM</i> Select Backup |
| Change a reseller permissions | <i>In the WHM</i> Select Resellers Select Reseller Center |
| Password Protect a folder | <i>In cPanel:</i> Select Password Protect Directories |
| Check the Mail Queue | <i>In the WHM</i> Select Email Select Mail Queue Manager |
| Change the cPanel Password | <i>In the WHM</i> Select Server Configuration Select Change Root Password Note: The cPanel/WHM password is the same as the root password. Changing the cPanel/WHM password will also change the root password. |
| Set up a domain owner as a reseller | <i>In the WHM</i> Select Resellers Select Reseller Center Add Reseller Privileges or <i>In the WHM</i> While creating a new domain Select the check box Make the account a Reseller |