Managing DNS using the Zone Editor tool in cPanel

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Overview:

You can make changes to your DNS configuration using cPanel's Zone Editor tool. Do keep in mind that changes to DNS can take between 2-8 hours to action due to propagation - after this time your domains will resolve using the new details.

Prerequisites:

Ensure that your domain name is using the correct NameServer records and is resolving to your name server. For more information on how to do so you can review our guide.

Creating a DNS Record:

1. Log into your cPanel hosting environment.
2. Navigate to the "**Zone Editor**" tool in the "**Domains**" Category.
3. Select "**Manage**" on the domain you would like to add a new DNS record to.
4. Select "**+ Add Record**". This will add a new line for you to add a record of your choosing.
5. Select the record type from the drop-down list and complete it as per your provider's instruction.
6. Select "**Save Record**".

Editing or Removing an existing DNS record:

1. Log into your cPanel hosting environment.
2. Navigate to the "**Zone Editor**" tool in the "**Domains**" category.
3. Select "**Manage**" on the domain you would like to edit or remove.
4. Find the specific records required and you can edit or delete them using the options.

If you have multiple records to add at the same time (such as an A, CNAME and MX record), you can click on the first "**+ Add Record**" button multiple times. To save the record, click the "**Save all records**" option. We recommend this approach instead of adding records one at a time.

Please Note: Some hosting providers use an "@" symbol in their DNS instructions. This "@" means your root domain - "example.tld" - and can be substituted for that in our DNS management.