

# Step by steps Adding a Custom Domain in Microsoft 365 using GoDaddy

## Prerequisites

### Before starting, ensure you have:

- A Microsoft 365 subscription (Business, Enterprise, or similar; note that Family/Personal plans have limitations and may require manual DNS workarounds).
- A GoDaddy or any other account with your custom domain registered.
- Admin access to both Microsoft 365 and GoDaddy.
- Backup any existing DNS records, as changes can affect email or website functionality.

Microsoft 365 supports Domain Connect for GoDaddy, which automates most steps. If automation fails or you prefer control, use the manual DNS method.

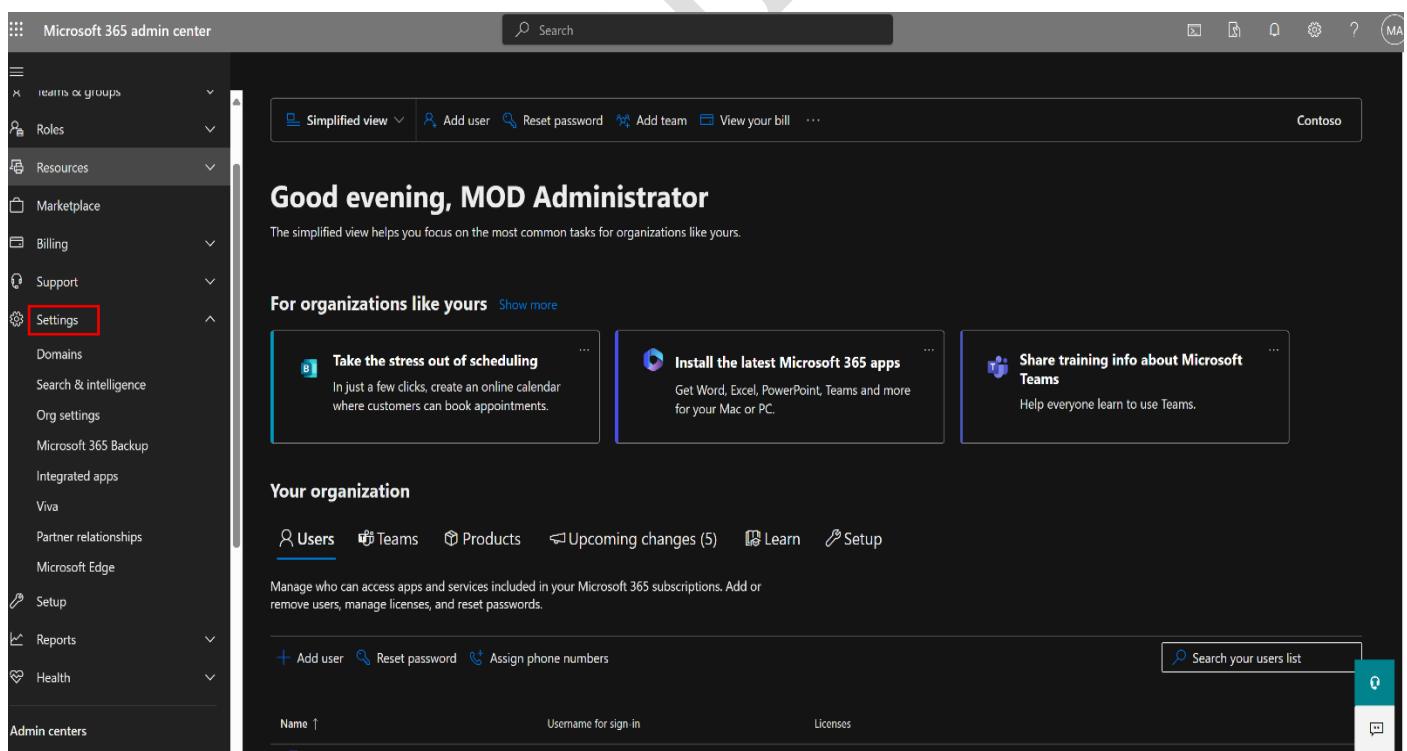
## Step-by-Step Guide Using Domain Connect

### 1. Sign in to the Microsoft 365 Admin Center:

- Go to [admin.microsoft.com](https://admin.microsoft.com) and sign in with your admin account.

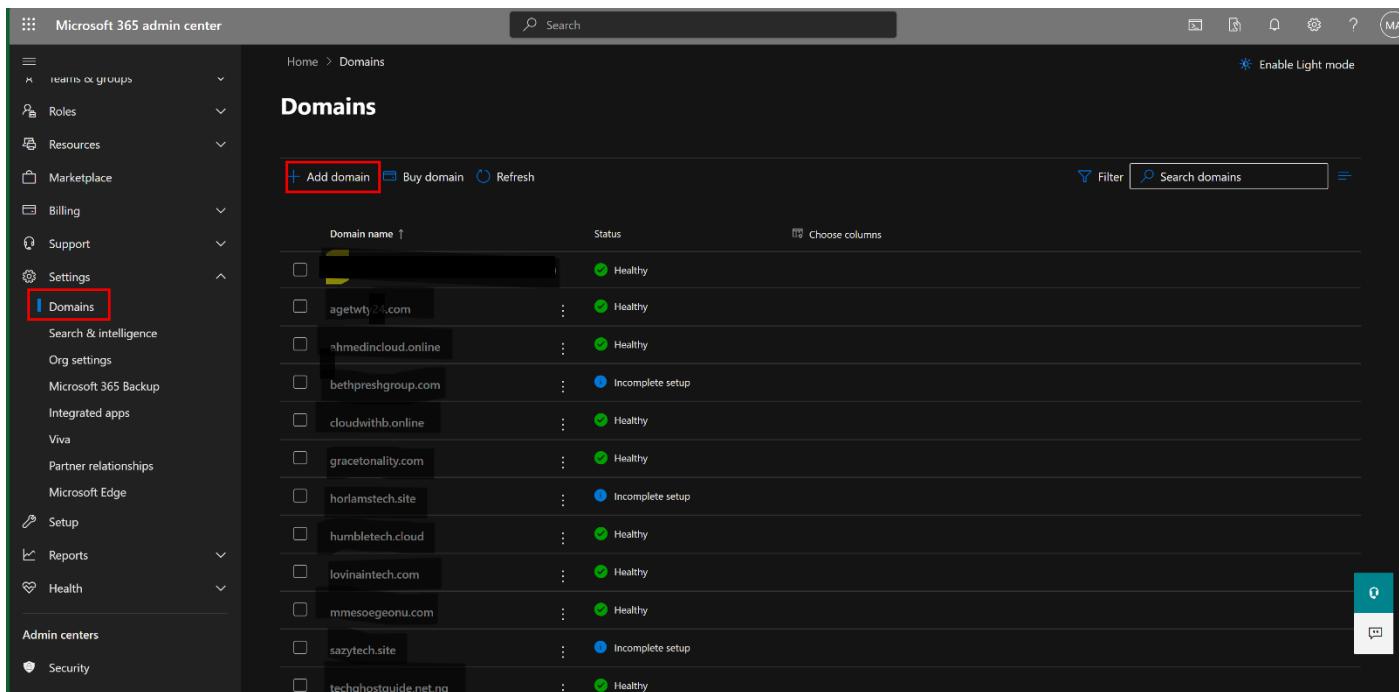
### 2. Navigate to Domains:

- Select Settings > Domains (or use the search bar to find "Domains").



The screenshot shows the Microsoft 365 Admin Center interface. On the left, a dark sidebar menu is open, showing various administrative sections like 'Teams & groups', 'Roles', 'Resources', 'Marketplace', 'Billing', 'Support', and 'Settings'. The 'Settings' option is highlighted with a red box. In the main content area, it greets the user with 'Good evening, MOD Administrator'. Below this, there's a section titled 'For organizations like yours' with three cards: 'Take the stress out of scheduling', 'Install the latest Microsoft 365 apps', and 'Share training info about Microsoft Teams'. Underneath, there's a section titled 'Your organization' with links for 'Users', 'Teams', 'Products', 'Upcoming changes (5)', 'Learn', and 'Setup'. At the bottom, there are buttons for 'Add user', 'Reset password', and 'Assign phone numbers', along with a search bar for users and a 'Licenses' link.

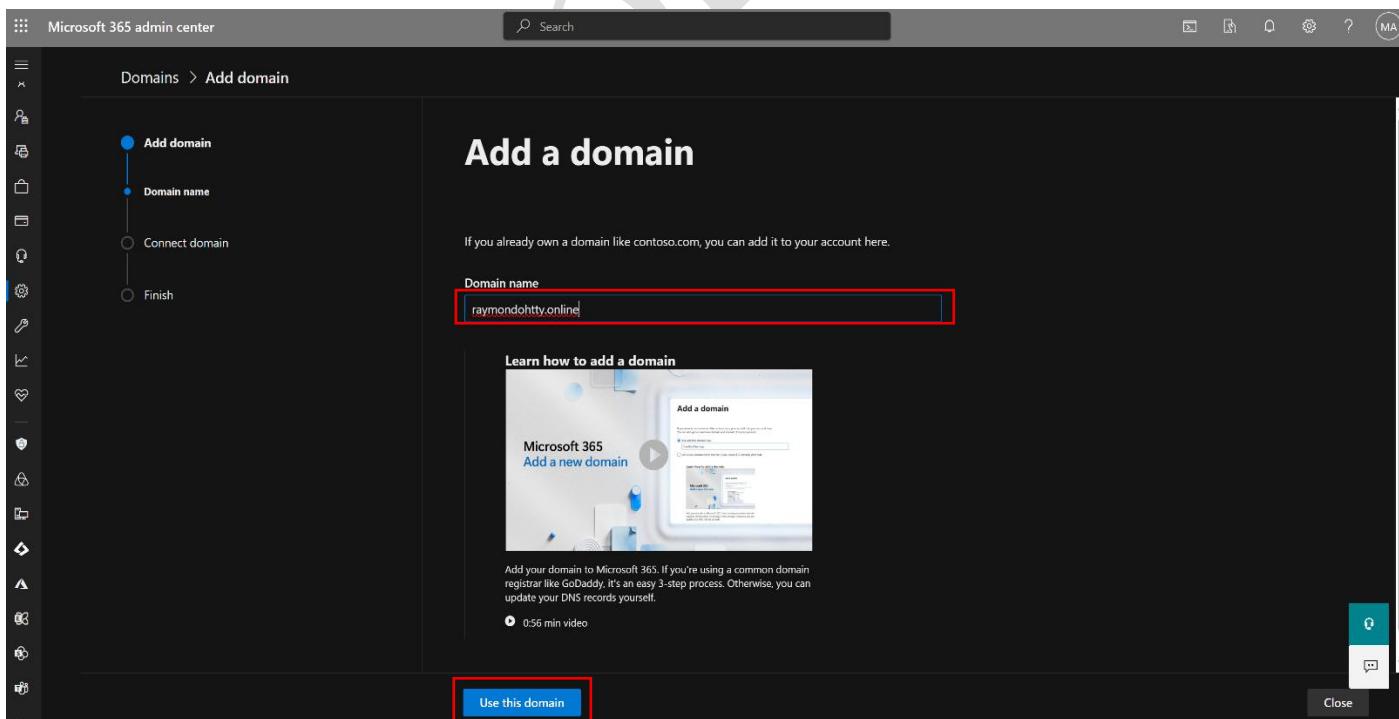
- Click Add domain.



The screenshot shows the Microsoft 365 admin center interface. The left sidebar is open, showing various administrative sections like Teams & groups, Roles, Resources, Marketplace, Billing, Support, Settings, and Domains. The 'Domains' section is selected and highlighted with a red box. The main content area is titled 'Domains' and displays a list of existing domains. At the top of this list is a button labeled '+ Add domain' which is also highlighted with a red box. Other buttons in the header include 'Buy domain' and 'Refresh'. To the right of the list are 'Filter' and 'Search domains' options. The list itself has columns for 'Domain name' and 'Status'. Most domains listed are marked as 'Healthy' with green checkmarks, except for one which is 'Incomplete setup'.

### 3. Enter Your Domain:

- Type your custom domain (e.g., `yourcompany.com`) and select Use this domain.
- Choose the services you want to enable (e.g., Email). If you want to add records later, unselect all and continue.



The screenshot shows the 'Add domain' wizard in the Microsoft 365 admin center. The left sidebar shows the current step: 'Add domain' (highlighted with a blue dot), followed by 'Domain name' (highlighted with a blue dot), 'Connect domain', and 'Finish'. The main content area is titled 'Add a domain'. It includes a note about connecting existing domains and a 'Domain name' input field where the value 'raymondohtty.online' is entered. This input field is highlighted with a red box. Below the input field is a 'Learn how to add a domain' section featuring a video thumbnail and a play button. At the bottom of the page is a large blue button labeled 'Use this domain' which is also highlighted with a red box.

### 4. Verify Ownership Automatically:

- On the "How do you want to connect your domain?" page, select Continue.
- Microsoft will detect GoDaddy as your provider. Select Add DNS records.
- You'll be redirected to sign in to your GoDaddy account. Enter your GoDaddy credentials and select Authorize.

**Verify you own your domain**

Before we can set up raymondohtty.online, we need you to sign in to your domain host and verify that you own the domain. [Learn how to find your domain host](#)

Add a TXT record to the domain's DNS records  
Recommended if you can create new DNS records at your registrar or DNS hosting provider. [Learn more about DNS](#)

If you can't add a TXT record, add an MX record to the domain's DNS records  
Recommended only if TXT records aren't supported by your domain host or registrar.

Add a text file to the domain's website  
Recommended if you've already set up a website using this domain, for example, [www.raymondohtty.online](http://www.raymondohtty.online)

[Learn how to add a TXT record](#)

Back **Continue** Close

**Add a record to verify ownership**

We detected your DNS hosting provider is: [GoDaddy](#)

Go to your domain's registrar or DNS hosting provider, go to DNS management page for [raymondohtty.online](http://raymondohtty.online), and add a TXT record that uses the values below. When finished, come back here and select **Verify** and we'll confirm you own the domain by finding the new record.

This won't affect your existing services like email, and you can remove the record as soon as your domain is verified.

**Step-by-step instructions**

**TXT name**  
@ (or skip if not supported by provider)

**TXT value**  
MS=ms58464999

**TTL**  
3600 (or your provider default)

[Learn how to add a TXT record](#)

Back **Verify** Close

## DNS Management

raymondohtty.online

Domain Settings Select a different domain

DNS Records Forwarding Nameservers Premium DNS Hostnames DNSSEC Crypto Wallet

Add a new record

DNS records define how your domain behaves, like showing your website content and delivering your email.

Add New Record

Easily verify domain ownership

Need to verify ownership of your domain to connect to an external service? We've made it easier than ever.

Verify Domain Ownership

Create MX records

Quickly create MX records to connect your domain with email services.

Create Now

New Records

TXT records are used to verify domain ownership, SSL verification, and email sender policies.

Type *	Name *	Value *	TTL
TXT	@	MS=ms58464999	1/2 Hour

Add More Records Save Cancel

# GoDaddy

## Domain Connect

GoDaddy + Microsoft

Click Connect to authorize Microsoft to enable the service(s) Domain proof of ownership for configuring Microsoft services for raymondohtty.online.

Connect Cancel

Microsoft 365 admin center

Domains > Add domain

Add domain

Connect domain

Connection options

Finish

How do you want to connect your domain?

Connect your domain to your Microsoft services so you can use email and instant messaging. There are a couple of options to consider, depending on how you'd like to manage domain name service (DNS) records for your domain **raymondohty.online**.

Learn more about DNS records

Let Microsoft add your DNS records

Since GoDaddy is your DNS hosting provider, all you have to do is sign in and we'll update your DNS records. We'll also set up Exchange for Outlook for email, contacts, and scheduling.

More options

Back Continue Close

The screenshot shows the 'Add domain' wizard in the Microsoft 365 Admin Center. The current step is 'Connect domain'. A red box highlights the 'Let Microsoft add your DNS records (recommended)' option, which is selected. Below it are two other options: 'Add your own DNS records' and 'Skip and do this later (not recommended)'. At the bottom, the 'Continue' button is also highlighted with a red box.

Microsoft 365 admin center

Domains > Add domain

Add domain

Connect domain

Connection options

Finish

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Learn more about DNS records

Let Microsoft add your DNS records (recommended)  
Since GoDaddy is your DNS hosting provider, all you have to do is sign in and we'll update your DNS records. We'll also set up Exchange for Outlook for email, contacts, and scheduling.

Add your own DNS records  
If you have a complex DNS record structure, choose this option. Next, we'll provide a list of DNS records that you'll need to add for your domain at your DNS host.

Skip and do this later (not recommended)  
Your Microsoft services won't be connected to this domain. When you are ready, go to the [Domains](#) page to finish setting it up.

Back Continue Close

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Microsoft 365 admin center

Domains > Add domain

## Add DNS records

To start routing email through Microsoft 365 for raymondohtty.online, select Exchange and Exchange Online Protection, then Add DNS records. We'll prompt you to sign in to GoDaddy to approve the connection and automatically add the DNS records required for that service.

If you don't want to set up a service, clear the selection and continue without adding DNS records for it.

Exchange and Exchange Online Protection

Email, contacts, and scheduling are all provided by Exchange. Set up this service to enable all the functionality of Outlook and other email clients. Exchange services need 3 records to work right: an MX record tells where to deliver email messages, a TXT to prevent someone from spoofing your domain to send spam, and a CNAME record for client-side Autodiscover, helping mail clients connect users to their respective mailboxes.

Don't add these DNS records if:

- You need custom DNS routing for your email, for example, to route traffic through an external spam filtering service
- You're already using Exchange on-premises as well as Exchange Online (also called a hybrid deployment)

If this applies, you will need to clear the Exchange and Exchange Online Protection selection and set up your own custom DNS records to route email through Microsoft 365 later.

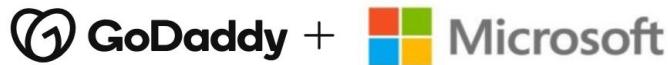
Important: Before adding these DNS records, make sure you've already set up raymondohtty.online email addresses in Microsoft 365 for all existing users who still need one, or they won't be able to send and receive email.

Type	Host name	Point to address or value	TTL
MX	@	0 raymondohtty-online.mail.protection.outlook.com...	1 Hour
TXT	@	v=spf1 include:spf.protection.outlook.com -all	1 Hour
CNAME	autodiscover	autodiscover.outlook.com	1 Hour

Back Add DNS records Close



## Domain Connect



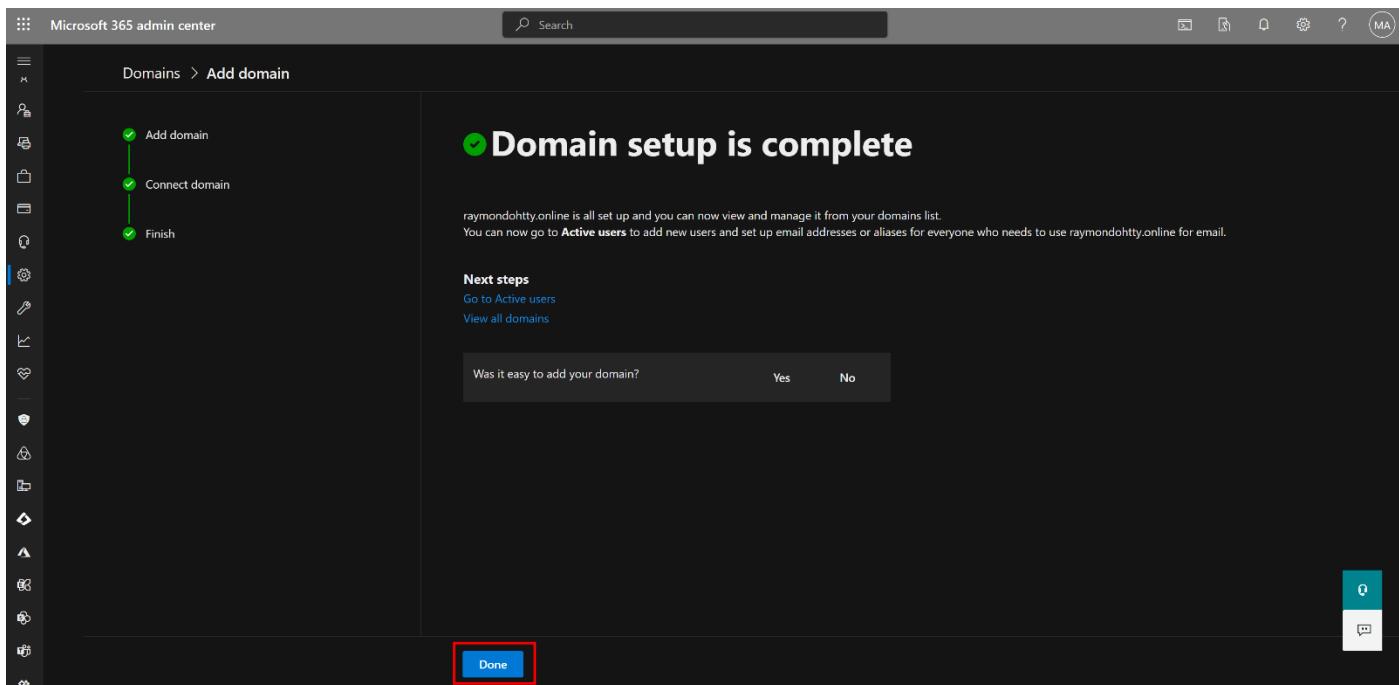
Click Connect to authorize Microsoft to enable the service(s) Microsoft Office 365 for raymondohtty.online.

Connect

Cancel

### 5. Complete Setup:

- Microsoft will automatically add the necessary DNS records (TXT for verification, MX for email, etc.) to your GoDaddy DNS.
- Return to the Microsoft 365 Admin Center. Your domain status should update to "Healthy" after verification (this can take 15 minutes to 72 hours for DNS propagation).
- If prompted, select Finish.



## Manual Method (If Domain Connect Fails)

If automation doesn't work (e.g., due to existing records), add DNS records manually in GoDaddy.

### 1. Start Domain Addition in Microsoft 365:

- Follow Steps 1–3 from the automated method.
- On the "Add DNS records" page, select More options > Manage DNS manually (or Skip this for now if needed).

### 2. Get DNS Records from Microsoft:

- Microsoft will provide a list of required records, including:
  - TXT record for domain verification (e.g., Name: @, Value: MS=msXXXXXXXXX, TTL: 3,600).
  - MX record for email (e.g., Name: @, Value: yourcompany-com.mail.protection.outlook.com, Priority: 0).
  - CNAME records for auto discover and other services (e.g., autodiscover: autodiscover.outlook.com).
  - SPF/TXT for email authentication.
  - Optional: SRV records for Teams/Skype (if using those services).
- Copy these values.

### 3. Log in to GoDaddy and Update DNS:

- Go to [godaddy.com](https://www.godaddy.com) and sign in.
- Select My Products > Domains > Manage your domain.
- Under Additional Settings, select Manage DNS.

### 4. Add Records in GoDaddy:

- Scroll to **Records** and select **Add** for each type:

Record Type	Name/Host	Value/Points to	Priority/TTL
TXT (Verification)	@	MS=msXXXXXXXXX (from Microsoft)	Default (1 hour)
MX (Email)	@	yourcompany-com.mail.protection.outlook.com	0
CNAME (Autodiscover)	autodiscover	autodiscover.outlook.com	Default
TXT (SPF)	@	v=spf1 include: spf.protection.outlook.com -all	Default
(Others as needed)	Varies	Varies (e.g., sipfederation: sipfed.online.lync.com)	Default

- Save each record. Remove any conflicting MX records from prior email providers.

## 5. Verify in Microsoft 365:

- Return to the Microsoft 365 Admin Center > Domains.
- Select your domain and click Verify.
- Wait for propagation (up to 72 hours). Check status periodically.

## 6. Troubleshoot if Needed:

- If verification fails, use tools like MX Toolbox to check records.
- Common issues: TTL delays or conflicting records. See Microsoft's troubleshooting guide.

### Important Notes

- **Propagation Time:** DNS changes can take 15 minutes to 72 hours. Email flow might be disrupted during this.
- **Existing Email:** If switching from another provider, update MX records last to avoid downtime.
- **Costs:** No extra fees for adding the domain, but ensure your Microsoft 365 plan supports custom domains.