

# Arcadian Claims — Website Handover Document (GitHub + Vercel + GoDaddy DNS)

## 1) What is set up

The Arcadian Claims website is fully set up with:

- **Gmail (owner account):** `arcadianclaims@gmail.com`  
Used for account ownership, password resets, and service notifications.
  - **GitHub (source code):** `https://github.com/arcadianclaims/arcadianclaims`  
Stores the full website code and version history.
  - **Vercel (hosting / deployment):** connected to GitHub for automatic deployments.  
Current production domains are configured and live:
    - `https://arcadianclaims.com` (Production)
    - `https://www.arcadianclaims.com` (Production)
    - `https://arcadianclaims-rose.vercel.app` (Production)
  - **DNS Provider / Registrar:** GoDaddy  
DNS records route `arcadianclaims.com` and `www.arcadianclaims.com` to Vercel.
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## 2) Live Website Links (Production)

- Primary: `https://arcadianclaims.com`
- Secondary: `https://www.arcadianclaims.com`
- Vercel fallback URL: `https://arcadianclaims-rose.vercel.app`

All are currently shown as **Valid Configuration** and **Production** in Vercel.

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## 3) Account Ownership (Important)

**Primary owner email:** `arcadianclaims@gmail.com`

This Gmail controls access to:

- GitHub (repository access, collaborator invites, password resets)
- Vercel (deployments, domains, project settings, logs)
- Any service notifications and billing emails

### Strong recommendations

- Enable **2-Step Verification** on Gmail.
- Add recovery phone + recovery email.

- Store backup codes securely.
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## 4) GitHub Repository (Source Code)

**Repo URL:** `https://github.com/arcadianclaims/arcadianclaims`

### What GitHub is used for

- Stores the website source code
- Tracks every change (history)
- Allows future developers to maintain and extend the site

### How updates should be made

- A developer makes changes locally, then pushes updates to GitHub.
- Once code is pushed, Vercel automatically deploys (see next section).

### Future use

- To give a new developer access: GitHub → Repo → Settings → Collaborators (invite by email/username).
  - Do not delete the repository (it's the main backup + history of the site).
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## 5) Vercel Hosting (Deployments)

### What Vercel does

- Hosts the website frontend
- Builds and deploys automatically from GitHub
- Manages production deployments for:
  - `arcadianclaims.com`
  - `www.arcadianclaims.com`
  - `arcadianclaims-rose.vercel.app`

### Deployment flow (how the site updates)

1. Developer pushes a code update to GitHub
2. Vercel detects the change
3. Vercel builds and deploys automatically
4. Production updates live once deployment succeeds

### Where to check status

- Vercel Dashboard → Project → Deployments
  - “Success” means the update is live
  - If there is an error, view the build logs there

### **Rollback (if an update breaks the site)**

- Vercel keeps past deployments
  - You can redeploy a previous stable version from the Deployments page
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## **6) Domain + DNS (GoDaddy)**

**Domain:** `arcadianclaims.com`

**DNS Provider/Registrar:** GoDaddy

**Current status:** Both `arcadianclaims.com` and `www.arcadianclaims.com` show **Valid Configuration** on Vercel.

### **How the domain works**

- GoDaddy DNS contains records that point the domain to Vercel.
- Vercel confirms the DNS is correct and serves the website for those domains.

### **Where DNS is managed**

- GoDaddy → My Products → Domains → `arcadianclaims.com` → DNS / Manage DNS

### **Important notes**

- Do not remove/edit DNS records unless you intend to change hosting.
  - If DNS records are changed incorrectly, the domain may stop resolving to the site.
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## 7) What to do in the future (common tasks)

### A) Updating the website

- Hire a developer (or I can help coordinate changes)
- Developer pushes code updates to GitHub
- Vercel auto-deploys to production

### B) Giving access to someone else

- **GitHub:** invite collaborator to the repo
  - **Vercel:** invite them to the Vercel project/team
  - Keep Gmail ownership with the client (recommended)
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