



## EasyDNS SOP -

### What is it?

EasyDNS is a DNS provider that supports dynamic DNS records. A dynamic DNS record allows OTA to keep track of a client's WAN IP address as they change.

### Why do we need it?

For services we provide that require remote access, a DDNS record needs to be created. This allows us and the client to remotely access their systems that are not cloud connected.

Ex.

- L2TP VPN access
- HAI security
- Bosch security
- Axis camera

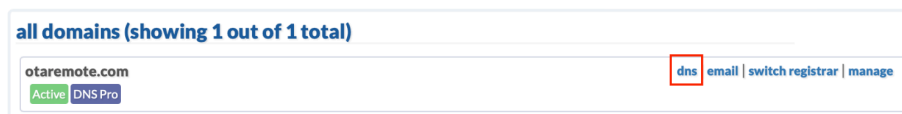
### What does a DDNS address look like?

Once we create the record in EasyDNS, the address will look like:

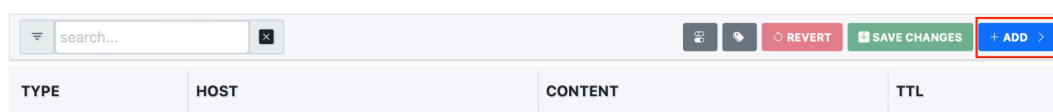
*vpn.otaremate.com or johnscott.otaremate.com*

### How to create a new record in EasyDNS:

1. Go to <https://cp.easydns.com/login.php> and login with the credentials in Keeper
2. You will be brought to the "Domain Administration" portal. Scroll down until you see "otaremate.com" and press the "dns



3. Press the "Add" button to add a new record



4. Enter the following information in this format:
  - a. Type: DYN
  - b. Host: (client first name)(client last name)
  - c. IP Address: enter WAN IP address of the job site
  - d. TTL: 1 Hour
  - e. Comment: You can make an internal note here if something is worth noting

DNS SETTINGS :: OTAREMOTE.COM Switch to domain: otaremate.com GO

search... [X] [REVERT] [SAVE CHANGES] + ADD

ADD RECORD

TYPE ⓘ	HOST	CURRENT IP ADDRESS	TTL
DYN	@.otaremate.com	0.0.0.0	1 hour

Comment: Provide an optional internal comment about this record here

[CANCEL] [SAVE]

5. Press Save and the record is now added
6. It may take up to 1 hour to populate and work correctly