

# XROOM·APP

## Onboarding Instructions

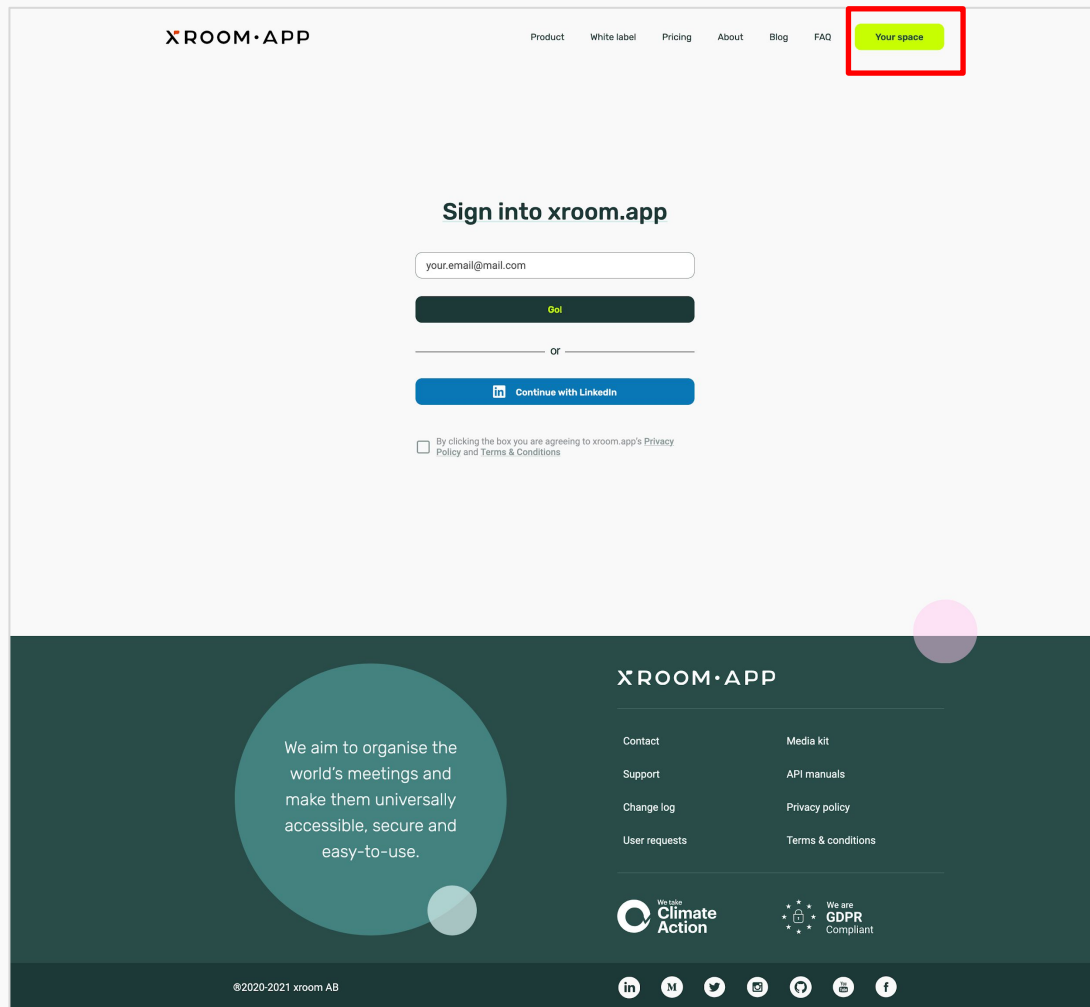
---

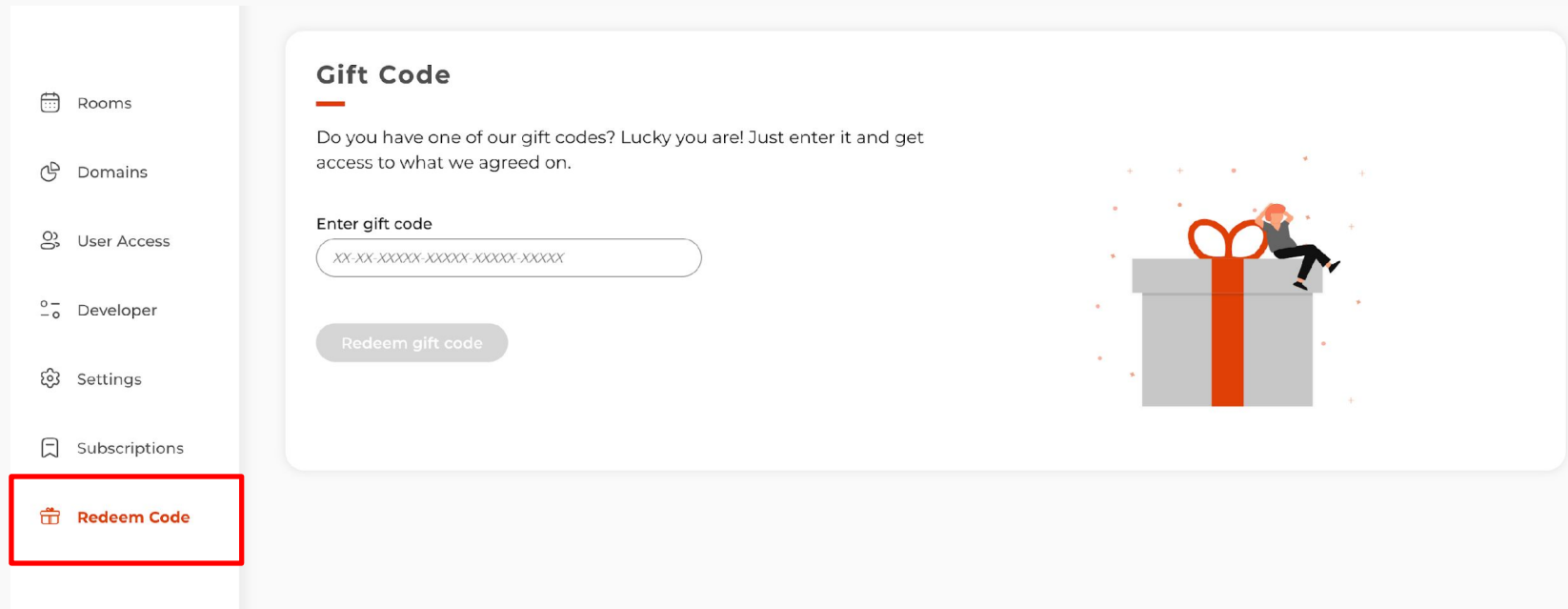


You may click the “Your space” button as found in the upper right corner of the <https://xroom.app> homepage OR go to <https://xroom.app/en/login> and enter your email address.

In a few seconds you will receive a login link to your email’s inbox. Check your SPAM folder if you do not see anything in your inbox.

You may also opt to login via LinkedIn, if you wish to avoid waiting for the email.





Once logged in, please click on Redeem code OR Subscriptions on the left-hand side menu and scroll down.

Take your license code and enter it into the gift code section.

Then press redeem gift code.

Now let's get started on creating your domain space. Click on Domains on the left-hand side menu.

Now you must make a choice between our 'Quick and easy' option or the 'Professional' method.

The quick and easy option means creating a sub-domain with xroom.dev at the end and takes 1 second.

For example: meet.xroom.dev.

You will need to type in a name and then press create your domain in the quick and easy section to do this.

**Domains**

- User Access
- Developer
- DPA
- Settings
- Subscriptions

Log out  
Help and Support  
© 2020-2021 xroom AB

### Create a new domain

There are two ways of creating and customising your space.  
Either you use the 'xroom.dev' domain as a quick starting point. Or you connect the service on your own website.

#### Quick and easy

Don't have your own website?  
No need to worry. You can easily create your custom domain with 'xroom.dev'.

**Name your domain**  
name-your-space .xroom.dev  
Create your domain

#### Professional

Use your own website to fully integrate your brand to your meeting space.  
Login to your webhost and add a CNAME record to your DNS.\*  
Then point it to **wlzroom.app**. Lastly, add the URL below to create your new meeting space.

**Enter host name**  
meetings.yourcompany.com  
Create your domain

\* If you don't know what a CNAME or DNS is — don't worry! We will help you to the best of our ability.

Then click okay and click on customize domain next to your newly created subdomain space.

**If you chose to use the 'quick and easy' method you may skip the next three pages.**

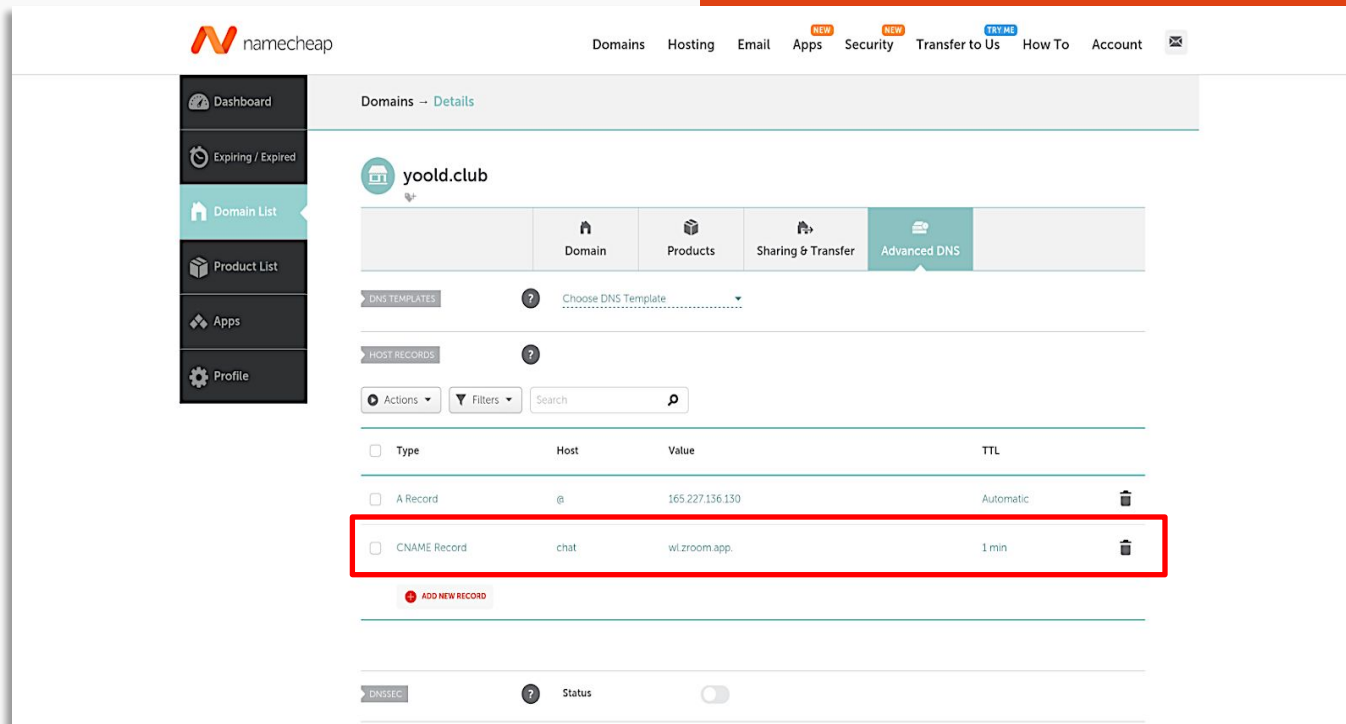
test.xroom.dev

Delete

Visit domain

**Customise domain**





**If you chose to use the 'Quick and easy' method you may skip this page.**

However, if you chose the 'Professional' method please go to your domain registrar and add a CNAME record that points to wl.zoom.app. If you have difficulties adding it, please contact your domain registrar's support or reach out to us at support@xroom.app



If you chose to use the 'Quick and easy' method you may skip this page.

The professional option allows you to use your own domain instead. For example: meet.yourwebsite.com. Do note this option may require you to follow the next 2 pages.

After your record is added, please allow it some time to propagate through the Internet. This can take up to 24 hours depending on your host registrar, but it is often much faster.

Then press create your domain as shown first picture. Then ensure to click validate.

### Professional


Use your own website to fully integrate your brand to your meeting space.

Login to your webhost and add a CNAME record to your DNS.\* Then point it to **wl.zoom.app**. Lastly, add the URL below to create your new meeting space.

Enter host name

Create your domain

\* If you don't know what a CNAME or DNS is — don't worry! We will help you to the best of our ability.



Create your domain

Professional

Use your own website to fully integrate your brand to your meeting space.

Login to your webhost and add a CNAME record to your DNS.\* Then point it to **wl.zoom.app**. Lastly, add the URL below to create your new meeting space.

Enter host name

Create your domain

Ensure your chosen CNAME record **testday.hazanewman.com**, is added to your domain registrar and points to **wl.zoom.app**.

After adding the CNAME record, press "Validate" below.

It can take up to 24 hours for DNS records to propagate.

Need help with your registrar? Type its name here.

Validate

You can determine whether the record has propagated via the following link: <https://dnslookup.online/cname.html>.



**If you chose to use the 'Quick and easy' method you may skip this page.**

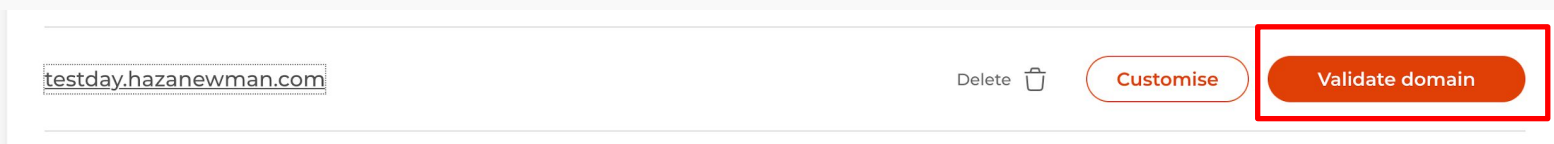
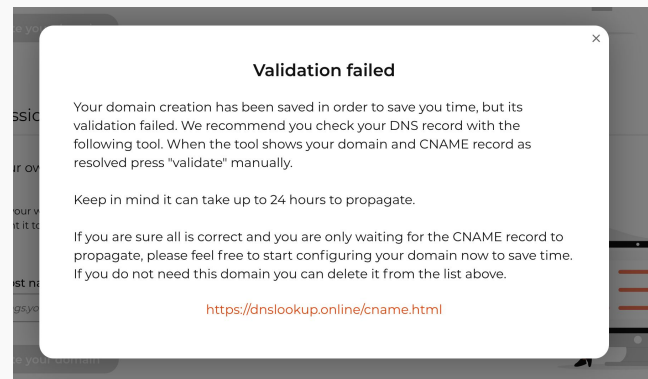
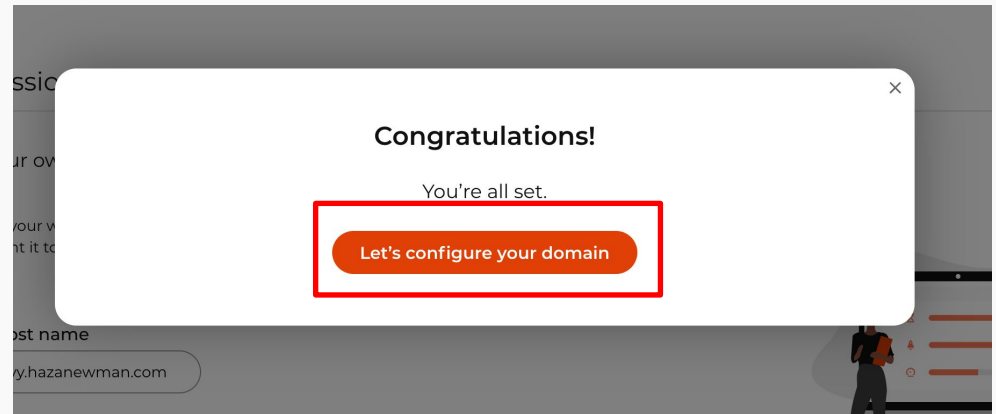
If you see the congratulations message then you may click on "Let's configure your domain" and start making your space yours.

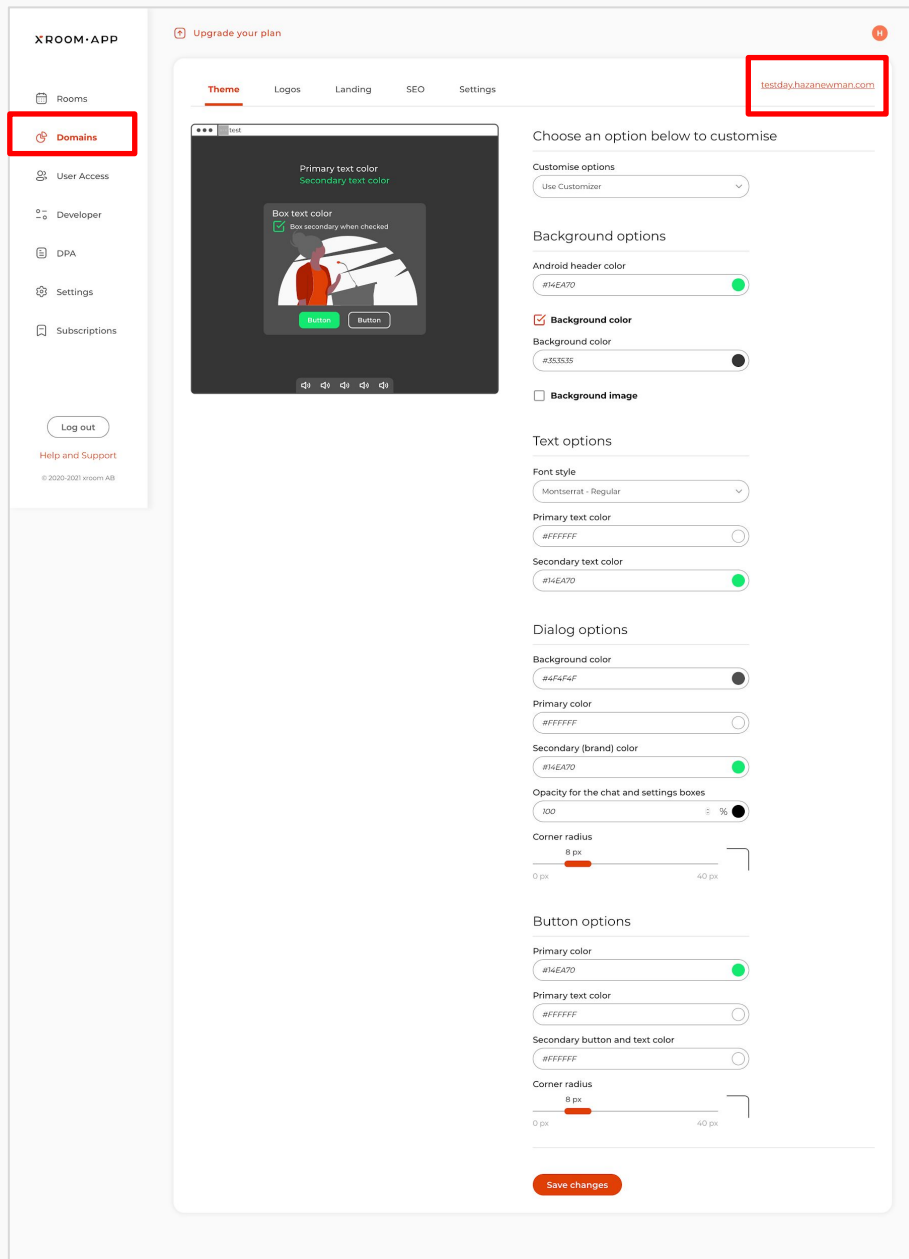
If you see the validation failed screen, please double check your cname record settings. You can determine whether the record has propagated via the following link:  
<https://dnslookup.online/cname.html>.

Type in your (sub)domain in the 'Domain Name or Hostname' box and press the 'CNAME Lookup' button.

Do note, that even if it shows as successfully added in the cname tool checker, it can take up to 24 hours to fully be usable.

After waiting, you may scroll up and click validate domain manually on your space once you are certain all is okay. For now, you can start to customize if you wish, but you will not be able to preview your space until the cname record is in place.





Once validating with either the 'Quick and easy' method or the 'professional' method you are done creating your space.

Now click on 'customize domain' on your newly created space and brand everything as you wish. Add colors, logos, copies and change settings the way you need. Ensure you review all tabs such as Theme, Logos, Landing, SEO & Settings. Ensure you always click save changes. You may preview your space by clicking on your URL in the upper right.

For more tips, please visit our 5 min tutorial here:  
<https://www.youtube.com/watch?v=wh7ld89CvG8>

For even more detailed information, please check out our how-to playlist:  
<https://www.youtube.com/watch?v=4Ps-mGfwtWI&list=PLAeVaElxAbWYX6zXHwRqO9XTTrfrrWHbCm>





If you have any questions please reach  
out to us at **support@xroom.app**

