Technical Questionnaire



Please take a moment to save this document to your desktop. After you complete and save this form, please email it to [**updates@vetnetwork.com.**](mailto:updates@vetnetwork.com?subject=Technical%20Questionnaire)

# YOUR DOMAIN NAME

A domain name is the common address used on the Web to locate your website content. For example, the domain name for VetNetwork is vetnetwork.com.

Before you can make your website content available on the Web, you must purchase or register a domain name with a domain registration company. A few examples of the MANY domain companies include register.com, godaddy.com, namecheap.com, and networksolutions.com.

## WHY DOES VETNETWORK NEED ACCESS TO YOUR DOMAIN ACCOUNT?

When your website is complete, information about the specific computer server where your website is hosted (stored and made available to the internet) needs to be added to your domain name account. **Adding this information is CRITICAL!** Without it, your website cannot be found. We will access your account and add that information for you at the appropriate time.

**1. Your Hospital/Practice**: Click here to enter Hospital name.

**2. Do you own or have you registered a domain name?** (If not, we can secure one for you.)



**3. What is the domain name (i.e. yourhospital.com) you have registered or would like to register?**

Click here to enter your domain name.

**4. Where is your domain registered?** Click here to enter name of the domain company or URL.

**5. Username**: Click here to enter your username.

**6. Password**: Click here to enter your password.

# EMAIL ACCOUNTS

Complete the Email Accounts section **ONLY** if your practice has email addresses already set up that use your domain name (e.g. [you@yourhospital.com](mailto:you@yourhospital.com)).

## MX RECORDS

Mail Exchange (MX) records are used to tell the world which machines accept incoming mail for your domain and where emails sent to your domain should be sent so you receive them**. MX records are CRITICAL**—without the proper information in place, email will no longer reach your inbox once your new website goes live. ***Your IT professional should be able to assist you in obtaining the proper MX Records for your email system***.

**7. What are your MX Records**? (Typically, there are two. *Format*: 0 mail.example.com)

a. Click here to enter an MX Record.

b. Click here to enter an MX Record.