

# IP Ranges

Last Modified on 15/03/2019 12:25 pm AEDT

IP Ranges restricts access to the specified IP range, which means only traffic from given IP range are allowed to access ReadNow. This is also known as **whitelisting**.

To avoid being locked out, the administrator must add their current IP range as first step. ReadNow stops you from moving forward if user chooses not to do so.

## Adding a New IP Range

To add new IP range:

1. Select Application Menu.
  2. Select **Administration**.
  3. In the Left Navigation Area, select **Security**.
  4. Select **IP Range**.
  5. Click **+NEW** button, and provide the following details:
    1. Name: the name used to identify this IP range in your tenancy.
    2. Start address: the starting IP address that is allowed to access your tenancy.
    3. End address: the ending IP address that is allowed to access your tenancy, it can be the same as the start address, in which case, only access from given IP address is allowed to your tenancy.
  6. Click **Save**.
-