# Synchronizing Appointments and Contacts with CalDAV and CardDAV

## User Guide

# Synchronizing Appointments and Contacts with CalDAV and CardDAV: User Guide

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# 1 About this Documentation

The following information will help you make better use of the documentation.

- Who is the target group for this documentation?
- Which contents are included in the documentation?
- Further Help

**Who is the target group for this documentation?**

This documentation is addressed to users who want to access appointments and contacts on the OX App SuiteMailXchange Server with Mac OS X, iOS mobile devices or Mozilla Thunderbird. To do so, the CalDAV and CardDAV interfaces in Mac OS X, iOS or Mozilla Thunderbird have to be correctly configured.

**Which contents are included in the documentation?**

This documentation includes the following information:

- In *Synchronizing appointments with CalDAV* you will learn how to configure the CalDAV interface for the usage with the OX App Suite
- In *Synchronizing Contacts with CardDAV* you will learn how to set up the CardDAV interface for the usage with the OX App Suite.

This documentation describes working with a typical OX App Suiteinstallation and configuration. The installed version and the configuration of your groupware might differ from what is described here.

**Further Help**

A comprehensive OX App Suite documentation can be found in the OX App Suite user guide.

# 2 Synchronizing appointments with CalDAV

Learn how to configure your client software's frequently used calendar application for usage with the OX App Suite:

- Mac OS X iCal / Calendar
- iOS Calendar on the iPhone, iPod or iPad
- Mozilla Thunderbird with Lightning Add-On

**Note:** In order to use this function, CalDAV has to be available on the OX App Suite Server. If you are unsure, contact your administrator or hoster.

## 2.1 Mac OS X iCal / Calendar

### How to configure the Mac OS X iCal / Calendar application:

1. In the *iCal* / *Calendar* application click on **Preferences** in the menu. Click the **Accounts** icon.
2. In the *Accounts* window click the **+** icon on the bottom left side.
3. In the *Add account* window enter the required data:

   Account type **CalDAV**

   Your username and password for the OX App Suite Server

   The OX App Suite Server address. Use the following format: *dav.servername/*
   Whereas *servername* is a server name like *myserver.net*.
4. Click on **Create**. Click on **Next**.

**Result:** The account will be set up.

## 2.2 iOS Calendar on the iPhone, iPod or iPad

### How to configure the iOS Calendar application:

1. Select *Settings*. Select **Mail, Contacts, Calendar**.
2. Select *Add Account*. Select **Other**. Select *Add CalDAV Account*.
3. Enter the required data on the *CalDAV* page:

   The OX App Suite Server address. Use the following format: *dav.servername*
   Whereas *servername* is a server name like *myserver.net*.

   Your username and password for the OX App Suite Server

   A description
4. Click on **Next**.

**Result:** The account will be set up.

## 2.3 Mozilla Thunderbird with Lightning Add-On

### How to configure CalDAV in Thunderbird Lightning:

Prior to starting the configuration, make sure the following conditions are met:

Thunderbird has network access.

The OX App Suite Server is accessible.

The current Lightning add-on is installed in Thunderbird. This add-on contains an application for appointments and tasks.

1. Click on a calendar folder in the OX App Suite folder tree. Click the **Folder-specific actions** icon next to the folder name. Click on **Properties**. Note the **CalDAV URL** entry or copy it to the clipboard.
2. In the Thunderbird menu bar click on **Appointments and Tasks > Calendar**.
3. In the menu bar click on **File > New > Calendar**. The *Create new calendar* window opens.
4. Select **In the network**. Click on **Next**.
5. Select the format **CalDAV**. As **Location** use the value requested in step 2. To access appointments without Internet connection, enable **Cache**. Click on **Next**.
6. In **Name**, enter a name for the calendar folder. You can select a color for the calendar. Set whether appointment reminders should be displayed. Select an E-Mail address. Click on **Next**.
7. If you are asked for crendentials, use the username and the password for the die OX App Suite.

**Result:** After a short while the calendar folder will be synchronized.

**Note:** Thunderbird can only synchronize single calendar folders. To synchronize multiple calendar folders you separately have to set up synchronization for each single calendar folder. To do so repeat the steps for each calendar folder.

### 2.3.1 Debugging Thunderbird

In order to find errors you can view the contents of the Mozilla Thunderbird error console.

#### How to open the Thunderbird error console:

In the menu click on **Tools > Error Console**.

#### How to increase the log level of the Lightning add-on:

1. In the menu click on **Tools > Options > Advanced > General**.
2. Click on **Config Editor**.
3. Set the following values to *true* by double-clicking the entries:

   calendar.debug.log

   calendar.debug.log.verbose

## 2.4 Known Limitations of the CalDAV Interface

There are the following limitations for the OX App Suite Server CalDAV interface.

**Reminder limitations**

The following appointment reminders are not supported. If you set one of those reminders on your client, the server removes this reminder from the appointment or the recurrence.

- reminders after the appointment start
- multiple reminders for an appointment
- reminders that are not of the type 'DISPLAY'

**Limitations for properties**

The following properties are not supported.

- the property "URL" for iCal resources
- file attachments (property "ATTACH")

**Limitations for private appointments**

The following properties are not supported.

- Appointments marked as "private" are exported by the server with the property "CLASS" set to "PRIVATE".
- The server does not differentiate between the properties "CONFIDENTIAL" and "PRIVATE". They are both imported as "PRIVATE".
- **Warning:** The server does not support private appointments with multiple participants. If you mark an appointment with multiple participants as **Private appointment** on your client, the server removes the participants without informing you.

**Limitations for tasks**

There are the following limitations for tasks.

- Only simple tasks without participants or recurrences are supported.
- Only the following properties are supported: "DTSTART", "DUE", "CATEGORIES", "SUMMARY", "PRIORITY", "DESCRIPTION", "VALARM", "STATUS", "PERCENT-COMPLETE", "COMPLETED".

# 3 Synchronizing Contacts with CardDAV

Learn how to configure your client software's frequently used address book application for usage with the OX App Suite:

- Mac OS X Address Book / Contacts
- iOS Contacts

**Note:** In order to use this function, CardDAV has to be available on the OX App Suite Server. If you are unsure, contact your administrator or hoster.

## 3.1 Mac OS X Address Book / Contacts

### How to configure the Mac OS X Address book / Contacts application:

1. In the *Address Book* / *Contacts* application click on **Preferences** in the menu. Click the **Accounts** icon.
2. In the *Accounts* window click the **+** icon on the bottom left side.
3. In the *Add account* window enter the required data:

   Account type **CardDAV**

   Your username for the OX App Suite Server.

   Your password for the OX App Suite Server

   The OX App Suite Server address. Use the following format: *dav.servername/*
   Whereas *servername* is a server name like *myserver.net*.
4. Click on **Create**. Click on **Next**.

**Result:** The account will be set up.

## 3.2 iOS Contacts

### How to configure the iOS Contacts:

1. Select *Settings*. Select **Mail, Contacts, Calendar**.
2. Select *Add Account*. Select **Other**. Select *Add CardDAV Account*.
3. On the *CardDAV* page enter the required data:

   The OX App Suite Server address. Use the following format: *dav.servername*
   Whereas *servername* is a server name like *myserver.net*.

   Your username and password for the OX App Suite Server

   A description
4. Click on **Next**.

**Result:** The account will be set up.

## 3.3 Known Limitations of the CardDAV Interface

There are the following limitations for the CardDAV interface of the OX App Suite Server:

- File attachments (property "ATTACH") are not supported.