

# ***Calendar Synchronisation*** ***(CalDAV)***

## ***Manual***

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## Requirements

Check for the following elements prior to configuring a CalDAV account:

### **Subscription with Webland AG**

A CalDAV account can only be used in connection with subscriptions to the following services from Webland AG:

**SmartSync®** or **Hosted-Xchange**

Depending on the type of account, a different range of functions will be available.

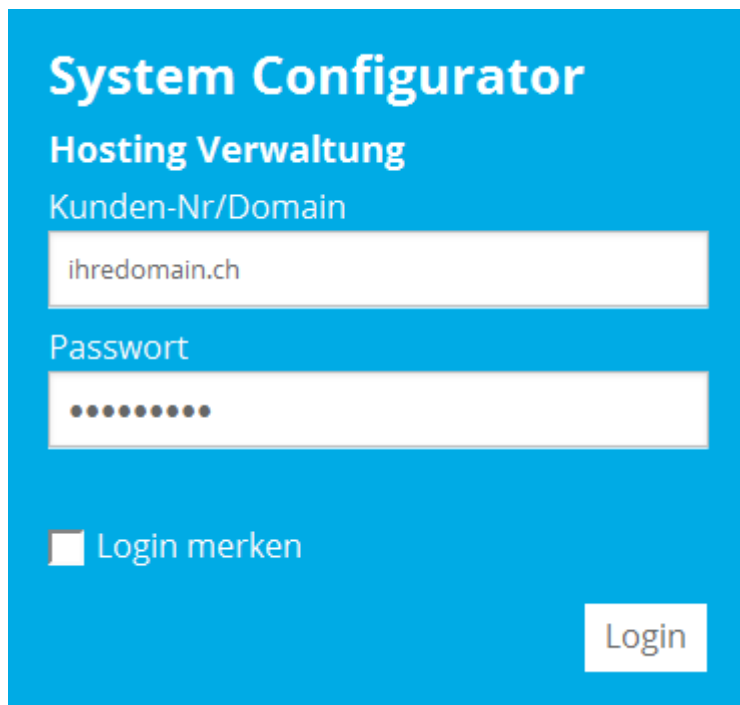
You can find more information about Webland AG's services on our [website](#).

# CalDAV Account

## CalDAV Account Data

To add a new CalDAV account to your Calendar, the server address must be identified:

Log in to the System Configurator on our [website](#) using your customer or domain data:



The screenshot shows the 'System Configurator' login interface. It has a blue background with white text. The title 'System Configurator' is at the top, followed by 'Hosting Verwaltung'. Below that is the label 'Kunden-Nr/Domain' with a text input field containing 'ihredomain.ch'. Underneath is the label 'Passwort' with a password input field filled with dots. At the bottom left is a checkbox labeled 'Login merken'. At the bottom right is a white 'Login' button.

Select **E-Mail / Xchange**:



## System Configurator

🔑 Hosting: ihredomain.ch

DE EN FR

Administration **Webserver** DNS Datenbanken Applikationen [E-Mail / Xchange](#)

> Abmelden

Copy the server address under **Server information SSL -> Xchange Server (ActiveSync)** into the clipboard.

Xchange Server (ActiveSync): ms3xas.webland.ch

### Note:

This is an example. In your case, the server address may also be ms1xas.webland.ch or ms2xas.webland.ch. This depends on which mail server (ms1-ms14) your mail hosting is set up on.

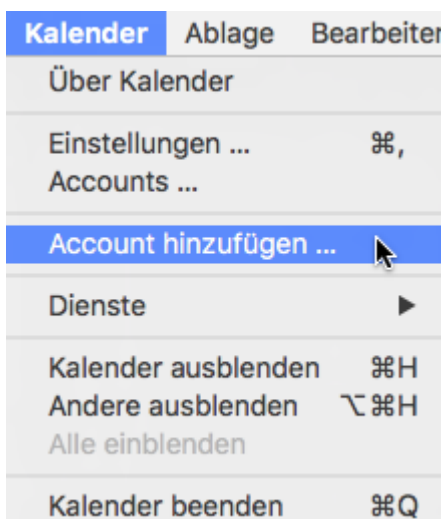
## Configure CalDAV Account

To add a new CalDAV account in Calendar, proceed as follows:

Open **Calendar**.



In the main menu select **Add account**.



Select **Other CalDAV-Account** and click on **Next**.

**Anbieter für Kalender-Account auswählen ...**

- iCloud
- Exchange
- Google
- facebook
- YAHOO!
- Aol.
- Anderer CalDAV-Account ...

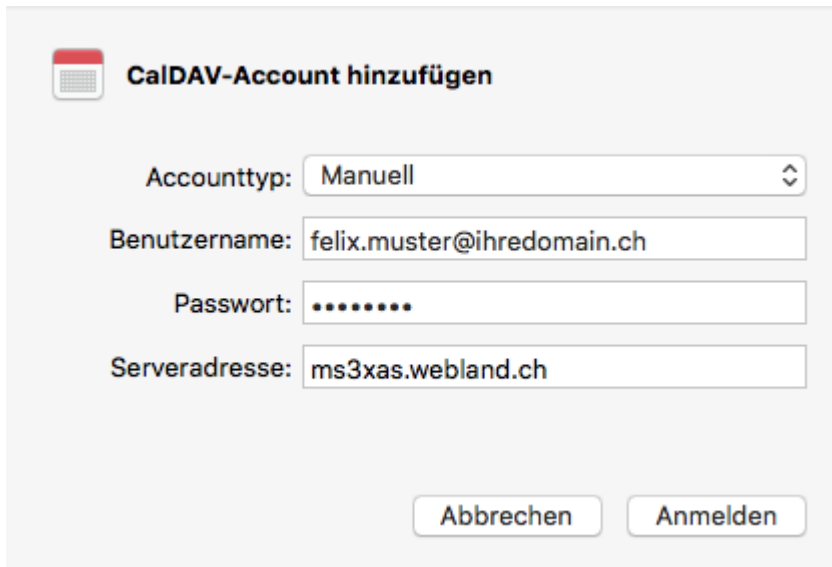
[?](#)

Now select the Account Type **Manual**.

Enter your e-mail address under Username in the form: **youraccount@yourdomain.ch**

Under Password, enter the **password** that you assigned to the account.

Under the Server Address add the content from the clipboard in the form **ms3xas.webland.ch** (replace ms3 with your actual mail server name).



**CalDAV-Account hinzufügen**

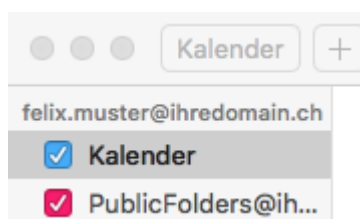
Accounttyp:

Benutzername:

Passwort:

Serveradresse:

You will now see the new CalDAV account in your Calendar.



### ***Shared Folder / Public Folder***

Shared folders can be accessed in Calendar.

The configuration is similar to that of your own calendar— with the difference that the URL (server address) of the approved calendar will be entered instead of that of your own account.

Public folders can be accessed from Calendar.





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