

Setting up email clients

Setting up common email clients

When setting up the various email clients, different access and configuration parameters are required, depending on the procedure.

You will find setup instructions for various email clients on the subordinate wiki pages:

- [Microsoft Outlook 365 / 2019 Click2Run](#)
- [Microsoft Outlook 2019 / 2016](#)
- [Microsoft Outlook für Mac 2019](#)
- [Apple Mail \(iOS/iPadOS\)](#)
- [Apple Mail \(macOS\)](#)
- [Evolution \(Linux\)](#)
- [Google Gmail \(Android\)](#)
- [Mozilla Thunderbird](#)



Setup with “**Outlook New**” is currently not possible! Please use the applications listed above.

Web access via Outlook Web App

To access Outlook in the Web App email, open the website:

- https://outlook.office.com/mail/?domain_hint=hs-woe.de

Log in using your **university email address** and password.

Students enrolled before the 2025/26 winter semester should use the following email address until further notice:

- <https://mail.jade-hs.de/owa>

You can then log in using:

- **Username** (PC login) in short form (e.g., ma1234)
- **Password** that you use to log in to your Exchange account

Other access methods

Client with “Outlook Anywhere” or “MAPI over HTTP” access

Email clients (e.g., Microsoft Outlook for Windows) are set up using this method by default via a wizard. You will usually need the following access data:

- **Email address** of your Exchange account
(usually `vorname.nachname@jade-hs.de` or `vorname.nachname@student.jade-hs.de`)
 - **User name** (PC login) in the form **loginname@hs-woe.de** (e.g., `ma1234@hs-woe.de`)
 - **Password** you use to log in to your Exchange account
-

Client with “Exchange Web Services (EWS)” access

Email clients (e.g., Microsoft Outlook for MAC) are set up using this method via a wizard by default. You will usually need the following access data:

- **Email address** of your Exchange account
(usually `vorname.nachname@jade-hs.de` or `vorname.nachname@student.jade-hs.de`)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g., `ma1234@hs-woe.de`)
- **Password** you use to log in to your Exchange account

With some email clients (e.g., Evolution with EWS AddOn), it may also be necessary to enter the URL of the web services:

- **EWS URL:** <https://mail.jade-hs.de/EWS/Exchange.asmx>
-

Client with “Exchange ActiveSync (EAS)” access

The setup of email clients (e.g., Apple macOS Mail, Microsoft Windows Mail, etc.) or the mailbox setup on mobile devices (e.g., Apple iOS, Google Android, etc.) that use this method is done by default using a wizard. You will usually need the following access data:

- **Email address** of your Exchange account
(usually `vorname.nachname@jade-hs.de` or `vorname.nachname@student.jade-hs.de`)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g., `ma1234@hs-woe.de`)
- **Password** you use to log in to your Exchange account

In many cases, it may also be necessary to enter the server name of the Exchange system:

- **Server:** `mail.jade-hs.de`
-

Client with “IMAP” access

To set up email clients (e.g., Mozilla Thunderbird) using this method, you will usually need the following setup data:

- **Account type:** IMAP
- **Incoming mail server:** mail.jade-hs.de
- **Incoming mail server port:** 143
- **Encryption method:** (START-) TLS

- **Outgoing mail server:** mail.jade-hs.de
- **Outgoing mail server port:** 587
- **Encryption method:** (START-) TLS

- **Email address** of your Exchange account
(usually vorname.nachname@jade-hs.de or vorname.nachname@student.jade-hs.de)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g., ma1234@hs-woe.de)
- **Password** you use to log in to your Exchange account

From:
<https://hrz-wiki.jade-hs.de/> - **HRZ-Wiki**

Permanent link:
<https://hrz-wiki.jade-hs.de/en/hrz/internal/email-classic/clients/start>

Last update: **2026/02/06 23:39**

