

# Calendar

## Description

The Web-App [Kalender](#) is a user interface for Nextcloud's CalDAV server. Easily synchronises events from various devices with Collaboration Cloud and edit them online.

- WebCal Support! Want to see your favourite team's matchdays in your calendar? No problem!
- Attendees! Invite people to your events.

## Access

### Webbrowser

With a Web-Browser, you can have access to the calendar in the Collaboration Cloud of the Jade University. Link: <https://ccs.jade-hs.de/apps/calendar/> This Web-App you may have you activate first in your settings.

### Smartphone App

**Apple iOS** : The CalDAV-Client is already integrated into the operating system. When using your iOS device, tap on „Settings / Accounts & Passwords / Add Account / Others / Add CalDAV-Account“ and configure it with the following parameters:

- Server: ccs.jade-hs.de
- Username: [Standard login](#) (form: ab1xyz)
- Password: <Your password>
- Description: JADE-HS - Collaboration Cloud

**Google Android** : In Google Android, you need to install the CalDAV-Client first.

- F-Droid App Store: [DAVx5](#)
- Google Play Store: [DAVx5](#) (fee required)

Configure it with the following parameters:

- Register with URL and username
- Basis-URL: <https://ccs.jade-hs.de/remote.php/dav/>
- account name: your E-mail
- contactgroup-method: Groups are categories of your contacts

In the end, you eventually have to click on „recognize calendar“ in the App CalDAV.

## Desktop

**Apple macOS:** The CalDAV-Client is already integrated into the Apple macOS operation system. Go to settings and select the menu item „Internet-Accounts“. After that, select „Add another Account...“ and „CalDAV-Account“.

Configure it with the following parameters:

- Type of Account: Manual
- Username: [Standard login](#) (form: ab1xyz)
- Password: <Your password>
- Server-Address: <https://ccs.jade-hs.de/remote.php/dav/>

In the end, you should change the description of the created calendar-account into „JADE-HS – Collaboration Cloud Storage“. You can find your calendar in the integrated „Calendar“-app.

**Linux:** The CalDAV-Client is already integrated into the Linux operating system.

Select „Settings / Online-Accounts / Add Account / Nextcloud“ and configure it with the following parameters:

- Server: [ccs.jade-hs.de](https://ccs.jade-hs.de)
- Username: [Standard login](#) (form: ma1150)
- Password: <Your password>

In the end, you need to decide on what the account is used for. Then, close the window with „X“. You can find your calendar in the integrated „Calendar“-app.

**Microsoft Windows:** With the help of a CalDAV client, university members can access the calendars in the collaboration cloud of the Jade University, for example, the [Outlook CalDav Synchronizer](#) for synchronization with Microsoft Outlook.

### Preparatory work:

- If you haven't already done so, install Outlook CalDav Synchronizer on your system.
- Create a new calendar with the name „JADE-HS“ in the web interface of the [Collaboration Cloud](#).
- Click on the 3 dots to the right of your new calendar, select the entry „Link“ and copy the URL (with CTRL + C) to the clipboard. We need this URL in the later configuration process.

### Microsoft Outlook:

- Start Microsoft Outlook and select the ribbon „CalDav Synchronizer“
- Use „Synchronization Profiles / New (+)“ to create a new synchronization profile:
  - Select „Nextcloud“ as the profile type.
  - Name: Calendar-CC-JADE-HS
  - Outlook folder: Create a new folder
    - New...
    - Name: Kalender-CC-JADE-HS
    - Folder contains items of the type: Calendar
    - Folder should be created under: In the root of your account (click on your email address)
  - DAV URL: Copy (with CTRL + V) the content of your clipboard into this field. By default,

please use the „Primary CalDAV address“:

<https://ccs.jade-hs.de/remote.php/dav/>

- Username: Your username in the [standard registration](#) (form: ma1150)
- Password: Your password
- E-mail address: Your business email address
- Click on the „Test or search settings“ button and then on the „OK“ button if the connection test is successful.

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Last update: **2020/09/30 11:26**

