

Set-Up of E-Mail Clients

Setting up common e-mail clients

When setting up the various e-mail clients, different access and configuration parameters are necessary, depending on the procedure.

On the subordinated wiki pages you will find setup instructions for various email clients:

- [Microsoft Outlook 365 / 2019 Click2Run](#)
- [Microsoft Outlook 2019 / 2016](#)
- [Microsoft Outlook for 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 mentioned above.

Web access via Outlook Web App

To access the Outlook Web App (OWA), open the website:

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

The login then takes place via:

- **User name** (PC login) in the short form (e.g. ma1234)
- **Password** with which you log in to the exchange account

Other access methods

Client with "Outlook Anywhere" or "MAPI over HTTP" access

E-mail clients (e.g. Microsoft Outlook for Windows) are set up with this procedure using a wizard as standard. You usually need the following access data:

- **E-mail address** of your Exchange account
(usually first name.last name@jade-hs.de or first name.last name@student.jade-hs.de)
 - **User name** (PC login) in the form **loginname@hs-woe.de** (e.g. ma1234@hs-woe.de)
 - **Password** with which you log in to the Exchange account
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Client with "Exchange Web Services (EWS)" access

E-mail clients (e.g. Microsoft Outlook for MAC) are set up with this procedure using a wizard as standard. You usually need the following access data:

- **E-mail address** of your Exchange account
(usually first name.last name@jade-hs.de or first name.last name@student.jade-hs.de)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g. ma1234@hs-woe.de)
- **Password** with which you log in to the Exchange account

With some e-mail 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>
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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. under Apple iOS, Google Android etc.) that use this procedure is carried out via a wizard as standard. You usually need the following access data:

- **E-mail address** of your Exchange account
(usually first name.last name@jade-hs.de or first name.last name@student.jade-hs.de)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g. ma1234@hs-woe.de)
- **Password** with which you log in to the Exchange account

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

- **server:** mail.jade-hs.de
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Client with "IMAP" access

To set up e-mail clients (e.g. Mozilla Thunderbird) with this procedure, you generally 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
- **E-mail address** of your Exchange account
(usually first name.last name@jade-hs.de or first name.last name@student.jade-hs.de)
- **User name** (PC login) in the form **loginname@hs-woe.de** (e.g. ma1234@hs-woe.de)
- **Password** with which you log in to the Exchange account

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