



MailCore Pro Set-Up for Mac OSX

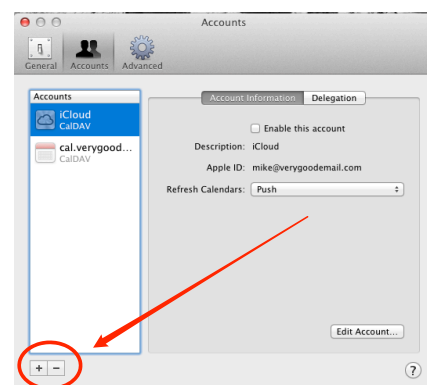
Accessing Your Calendars using CalDAV Using iCal

These instructions created in version 10.7 (Lion).

Select the 'iCal' icon and go to the file menu. Select 'iCal' - 'Preferences' The screen below will appear.



Select '+' (marked within the red circle). This will take you to the "Add an Account" screen:



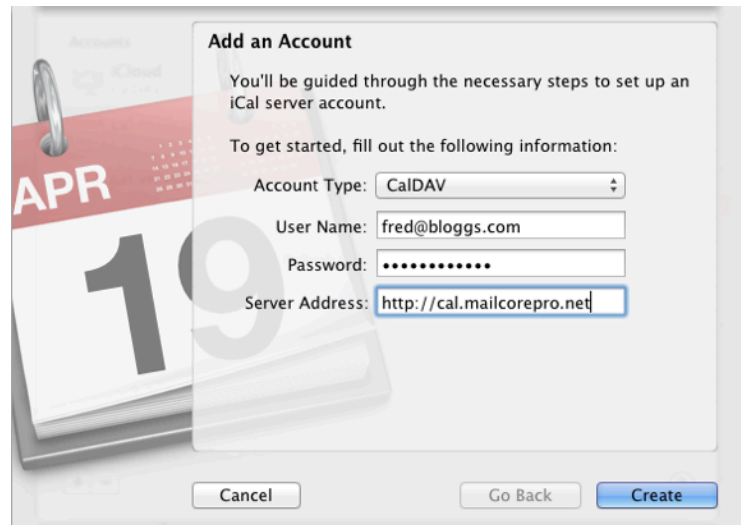
MailCore Pro Set-Up - Mac OSX

Select 'CalDAV' from the 'Account Type' menu.

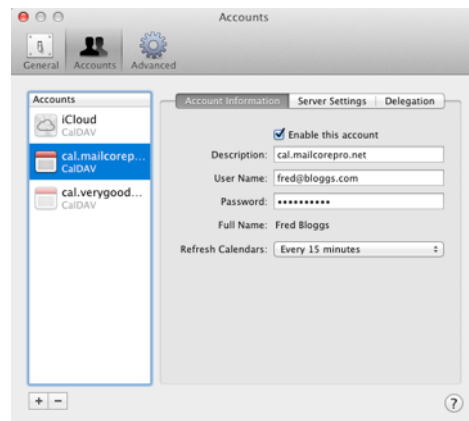
Enter in your email address in the 'User Name' field.

Enter your Password in the 'Password:' field.

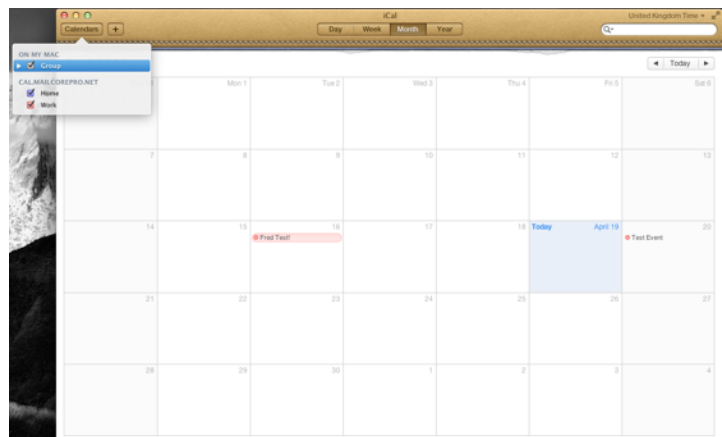
Enter the server URL in the 'Server Address:' field (Please check your welcome letter for the appropriate URL).



Click 'Create' - the new account will be added to the list of accounts:



Any entries will be show also be visible in the list of Calendars:



MailCore Pro Set-Up - Mac OSX

Using Thunderbird and Lightning.

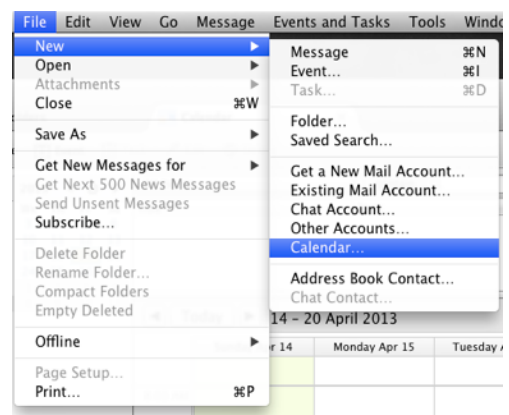
The Lightning CalDAV Add-ons is available in the 'Add-ons' section of ThunderBird.

Go to 'Tools' - 'Add-ons Manager' and type 'Lightning' in the search box - select and install accordingly.

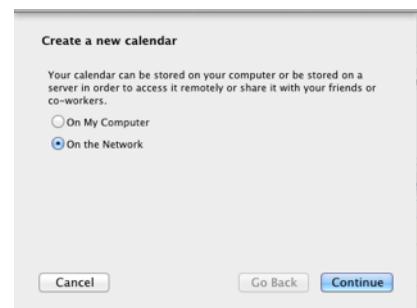
Click on 'Restart' in order to apply the changes.

Adding A Calendar.

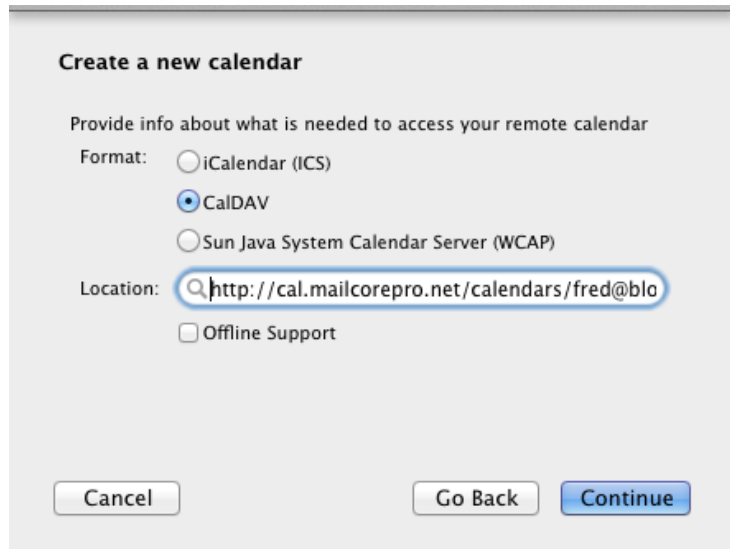
Go to 'File' - 'New' - 'Calendar'



Select 'On the Network'



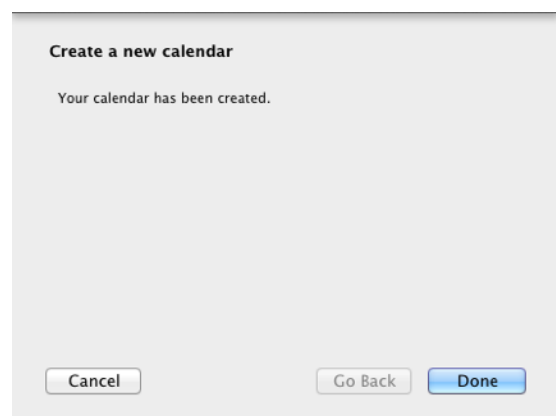
Press 'Continue' and you should see this:



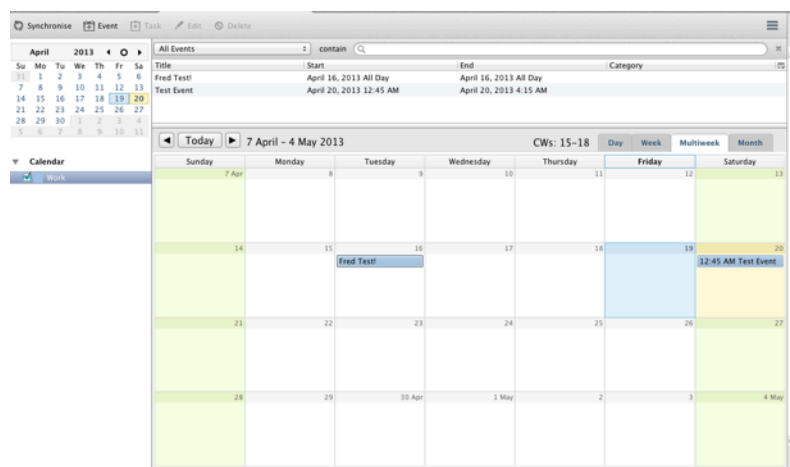
Format: Select CalDAV.

Location: <http://cal.mailcorepro.net/calendars/fred@bloggs.com/Work> (where Work in this case is the Calendar name).

Press Continue, then 'Done' on the next screen



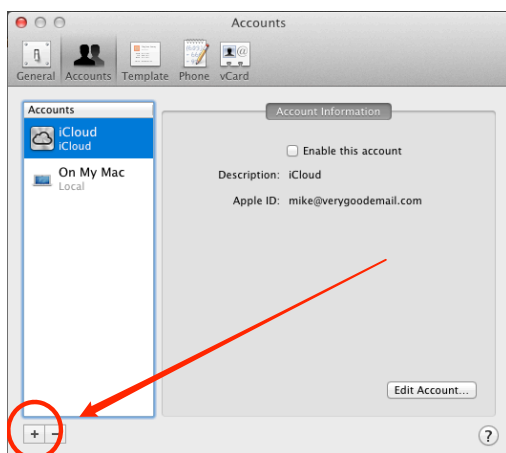
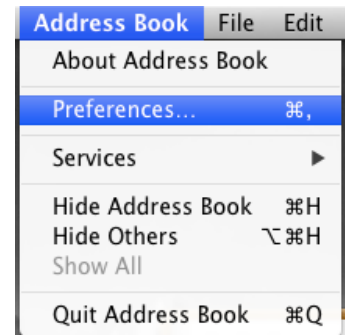
The Calendar will now be visible in the list of Calendars:



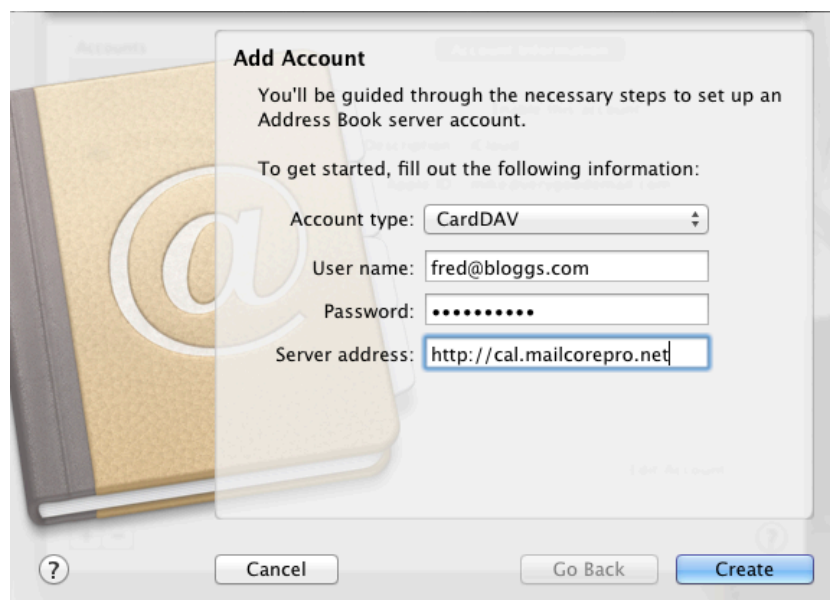
Accessing your Address Book using CardDAV.

Using OSX build-in AddressBook.

Start 'Address Book' then from the file menu select -
'Address Book' - 'Preferences'



Select the '+' icon. The 'Add Account' window will appear (below):



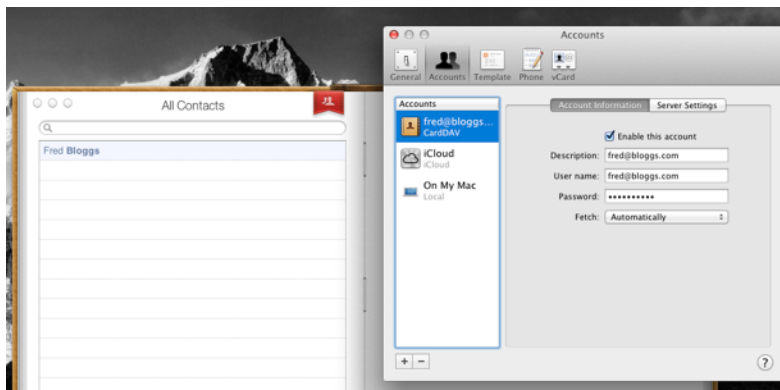
Account type: Select CardDAV

Username: Your full email address (fred@bloggs.com in this example)

Password: Your password.

Server address: http://cal.mailcorepro.net (in this example).

Click 'Create'. The Address Book will now appear in the list of 'Accounts' and any entry will be visible in the Address Book (as shown below).



Using ThunderBird and the SOGO extension.

This will require the SOGO CardDAV connector. It is not in the ThunderBird Add-On section but can be obtained from the following link:

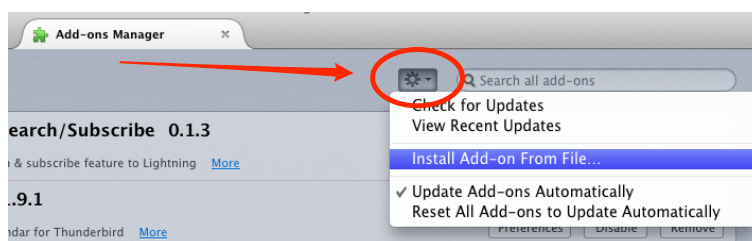
<http://www.sogo.nu/english/downloads/frontends.html>

Download 'SOG Connector Thunderbird extension' for the appropriate version of Thunderbird.

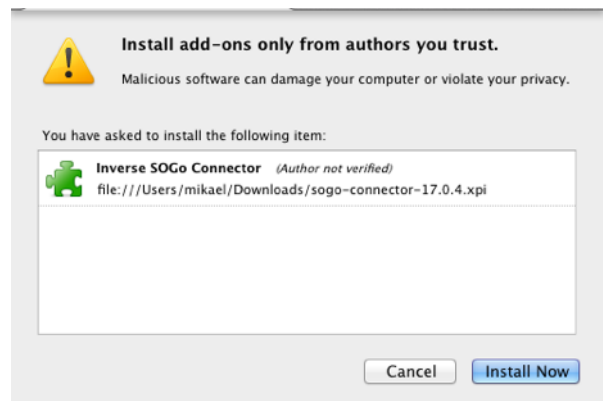
* You will need to download the file (don't double-click on the link as, if using Firefox, it will try to install itself as it's an .xpi extension).

After the file has been downloaded enter the 'Add-ons Manager' in ThunderBird - it can be found under 'Tools' - 'Add-ins Manger'.

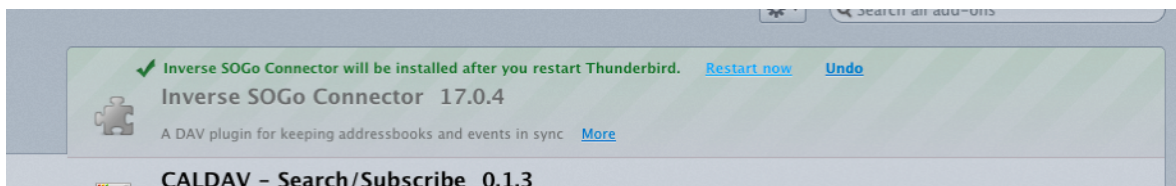
On that page/tab select the 'Gear' icon marked red below. Select 'Install Add-on From File..'. In the next menu locate the file and click 'OK'.



This window will appear:
Click 'Install Now' the installation will finish.

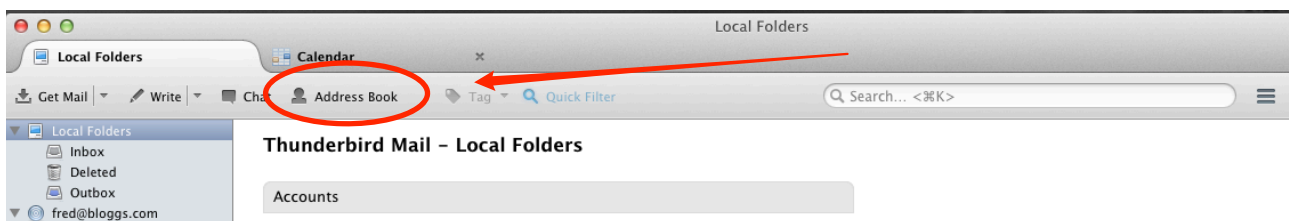


Once the connector is added you will be asked to restart ThunderBird.

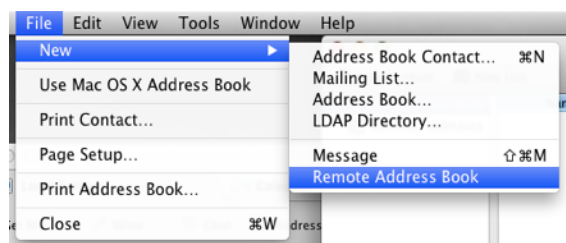


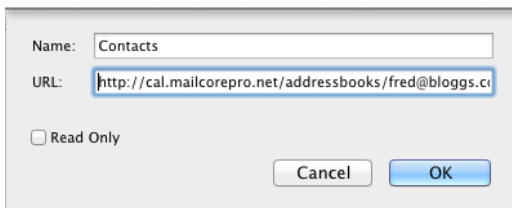
Adding Entries

In ThunderBird - select 'Address Book':



When the 'Address Book' window appears select the options 'New' - 'Remote Address Book'





Name: Contacts

URL: <http://cal.mailcorepro.net/addressbooks/fred@bloggs.com>

☐ Read Only

Cancel OK

Name: Give the Address Book an name, we use 'Contacts' in our example.

URL: The server address and principal.

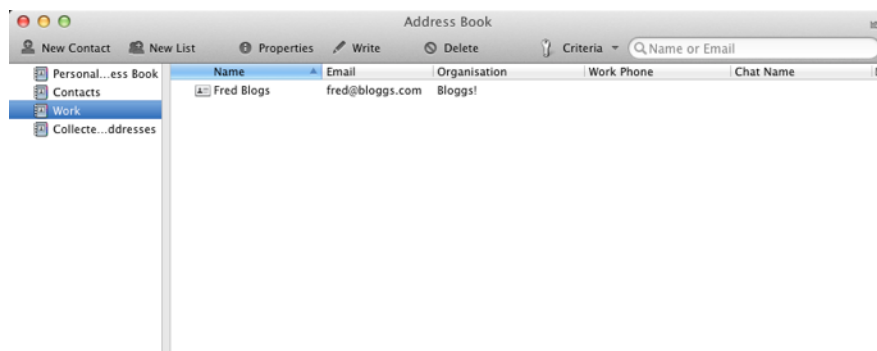
The format is `http` or **`https://servername/addressbooks/user@domain/addressbookname`** (where address book name is the actual MCP address book name).

`http://cal.mailcorepro.net/addressbooks/fred@bloggs.com/contacts` is used in this example.

After you filled in the fields - type OK.

You will be asked for username (your full email address) and password.

That's it the Address Book will appear:



Additional Address books:

The steps outline in previous section need to be repeated for each Address Book from MCP added to the client.

Please note that any subsequent 'addressbookname' appears to be case sensitive after the initial address book is added.

So for instance 'Contacts2' in MCP would have become:

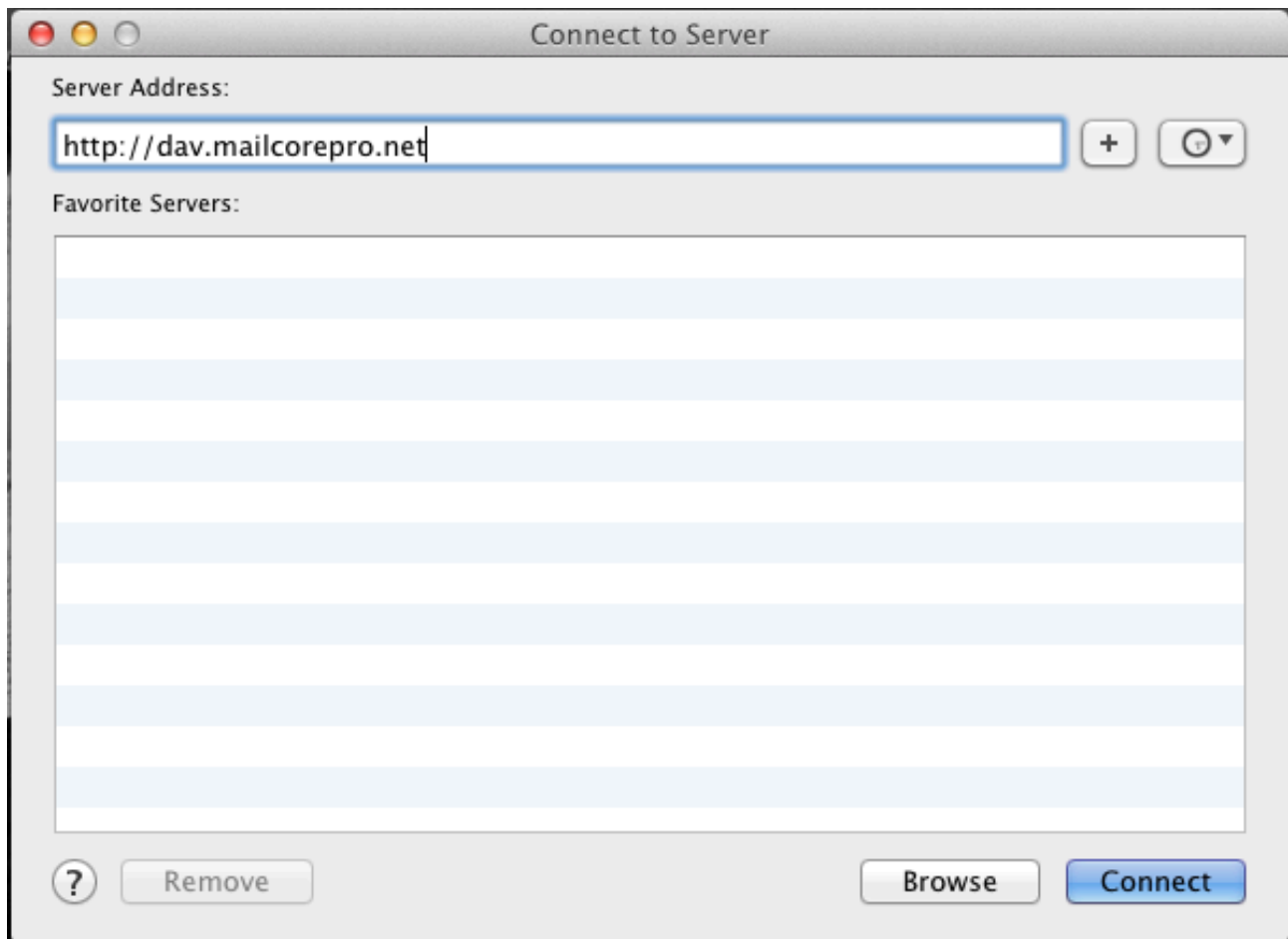
`http://cal.mailcorepro.net/addressbooks/fred@bloggs.com/Contacts2` in the URL field.

Accessing your Files and Notes (using WebDAV).

Using Finder:

OSX supports WebDAV access out of the box.

From the file menu select 'Go' - 'Connect to Server...' - the following screen will appear:



Type in the URL in the 'Server Address:' field. In this example we've used **http://dav.mailcorepro.net** and press "Connect" you will be asked for username (your full email address) and password.

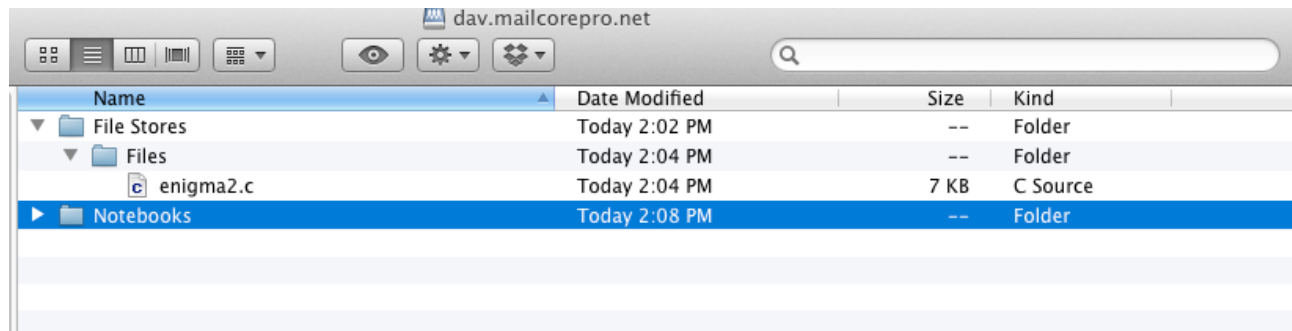
The client may "think" for a brief moment and you might see the following banner:



Now that's done you will see the remote share as a 'Networked Device':

| Name | Date Modified | Size | Kind |
|---------------------|-----------------------|------------|--------------|
| dav.mailcorepro.net | Today 2:07 PM | Zero bytes | Volume |
| Network | -- | -- | Neighborhood |
| OSX | Apr 17, 2013 11:15 AM | 88.43 GB | Volume |

Click on it will allow you to browse the remote file structure:



General

As always, the support team are available to help where required - please contact them - preferably using email as this automatically creates a Support Ticket.

email: support@verygoodemail.com

Phone: +44 (0)1442 927470

Standard support hours 09:00 to 17:30 Monday – Friday.