

The background of the top section is a dark, textured surface, possibly a piece of fabric, with a tablet and a smartphone resting on it. The tablet is on the left, and the smartphone is on the right. Several small, colored squares (orange, blue, yellow) are scattered around the devices, some appearing to float in the air. The text 'CONFIGURING CALDAV CLIENT' is centered over the devices in a white, bold, sans-serif font.

CONFIGURING CALDAV CLIENT

ON IPHONE/IPAD

CREDITS

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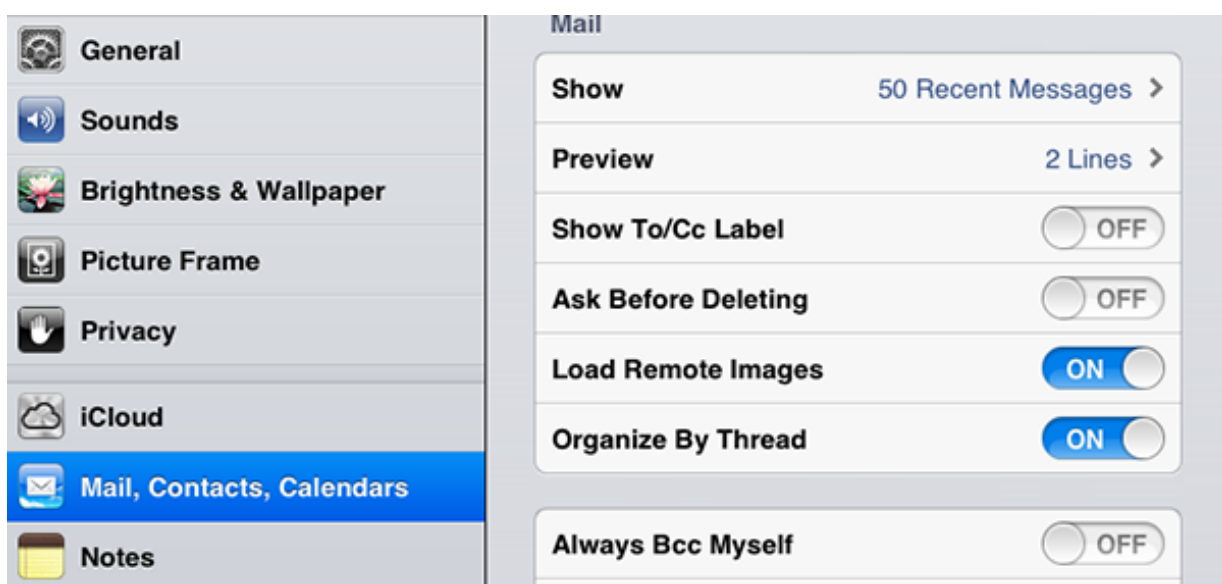
CONFIGURE THE CALDAV ACCOUNT

First you have to configure your CalDAV account on your device:

Press the "Settings" icon on your device.



Press the "Mail, Contacts, Calendars" option.



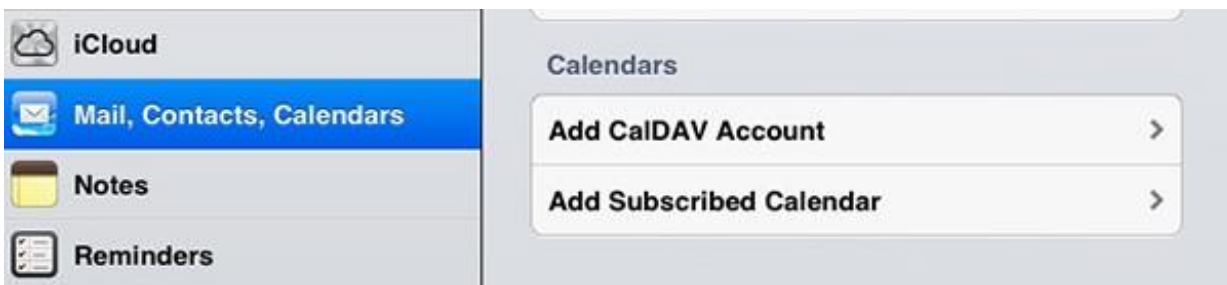
Press "Add Account" in the "Mail, Contacts, Calendars" screen.



Press "Other" in the "Add Account" screen.



Press "Add CalDAV Account" in the "Other" screen.



In the "CalDAV" screen, set the CalDAV account as it follows:

"Server": the server name

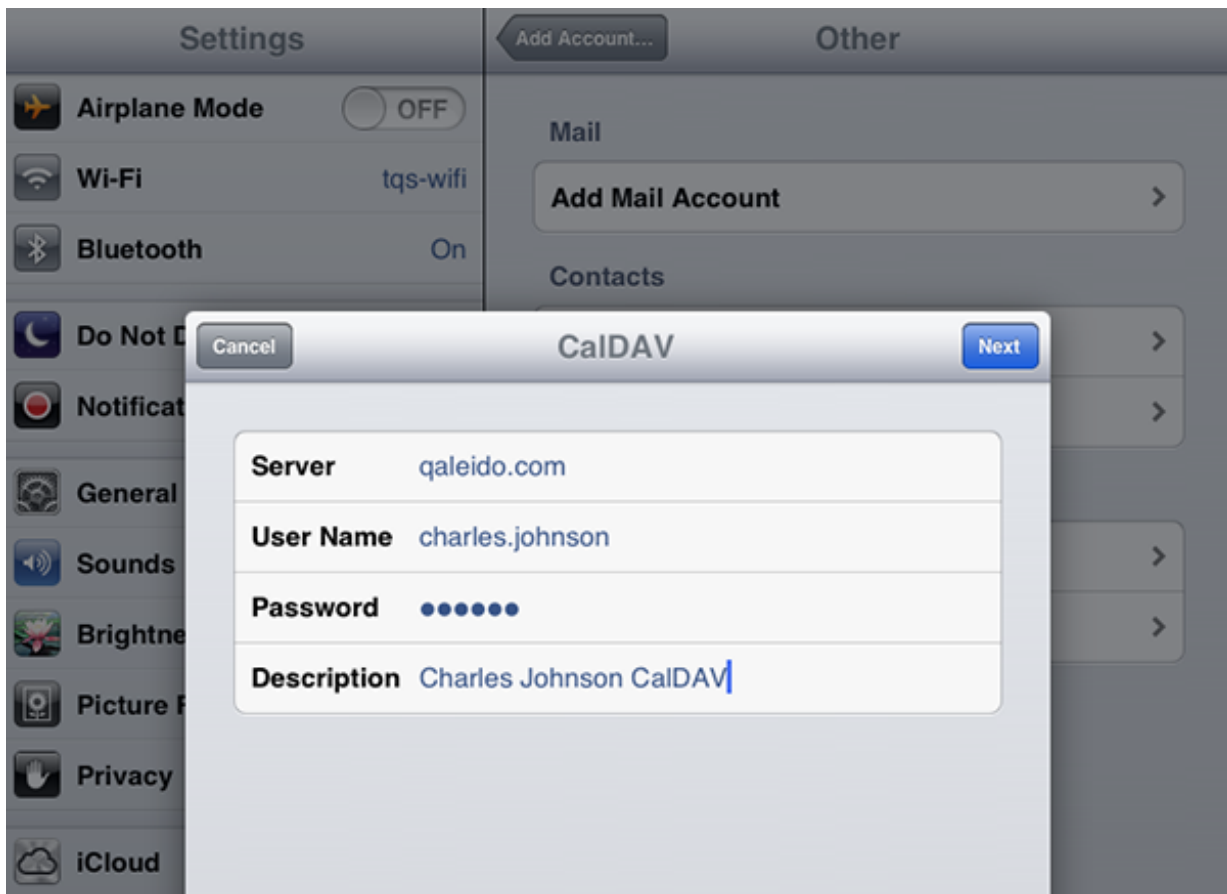
"User Name": the Qaleido user name

"Password": the Qaleido password

"Description": a title for the account

Note: You can see your account's exact settings in Qaleido, in the "Settings"/ "SyncMobile" screen.

Press the "Next" button at the top right side of the screen.



If the account is not properly set, an error message appears on the device's screen.



If the settings are correct, the account is saved and displayed in the "Mail, Contacts, Calendars" screen.



The account's calendars (including the "shared to me" ones), will appear as groups in the "Calendar" application. The calendars can be selected/unselected in order their events to appear/to not appear in the main calendar of the device.



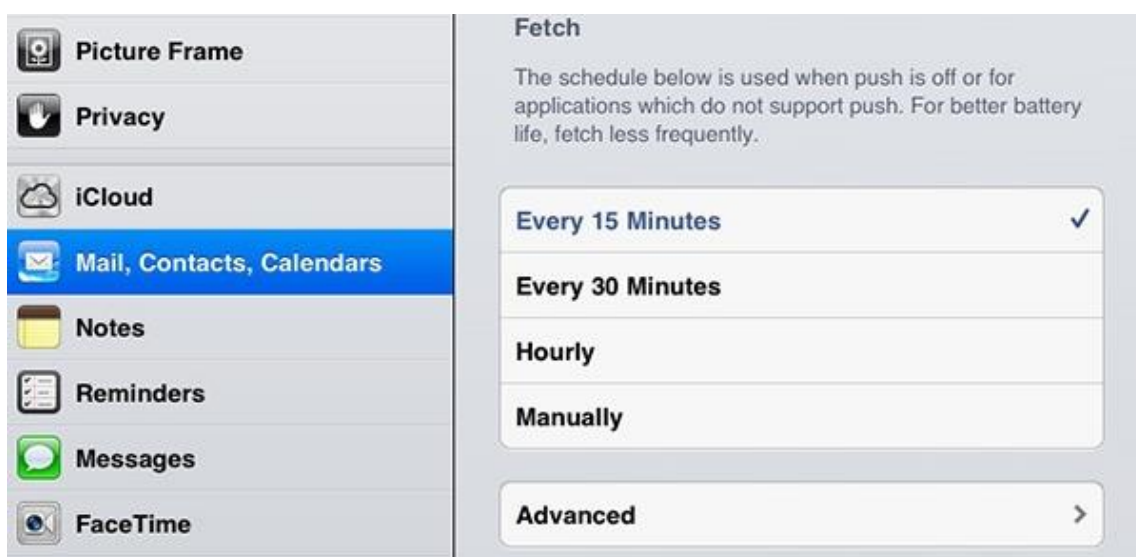


AUTOMATIC EVENTS SYNCHRONIZATION

In order to set an automatic synchronization for your data and to set the time interval between two automatic synchronizations, open the "Fetch New Data" section, in the "Settings"/"Mail, Contacts, Calendars" screen.



In the "Fetch New Data" section, we recommend to put the "Fetch" to "Every 15 Minutes", "Every 30 Minutes" or "Hourly". In this case, a synchronization process will be automatically started every 15 minutes/30 minutes/hourly.



In the "Advanced" section, set "Fetch" for your account.



MANUAL EVENTS SYNCHRONIZATION

When the "Fetch" is set on "Manually", the user must refresh manually the calendars.

A synchronization is started:

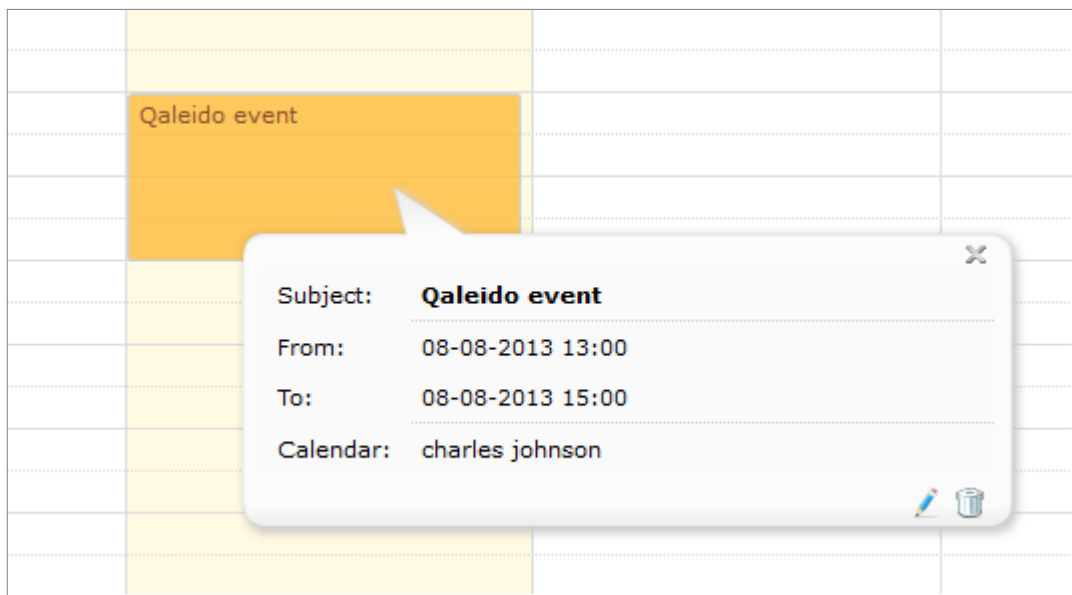
- Every time the "Calendar" application is open.



- If the "Calendar" application is already open, by pressing the refresh button from the top of the "Show Calendars" screen in the iPad's case, or from the bottom of the "Show Calendars" screen in the iPhone's case.



At the end of the synchronization, the last changes made on the device and also on Qaleido, will be both visible on the device and on Qaleido.



MANUAL TASKS SYNCHRONIZATION

In order to synchronize the tasks, you need to have a CalDAV account and to install the "Reminders" application from "App Store".



When the "Fetch" is set on "Manually", in the "Settings"/"Mail, Contacts, Calendars"/"Fetch New Data" screen, the user must refresh manually the tasks lists. A synchronization will start every time the "Reminders" application will be open.

At the end of the synchronization, the last changes made on the device and also on Qaleido, will be both visible on the device and on Qaleido.

