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This page describes how to set up you email client for using our mail service.

## Mail server

Our mail server is: **owa.ist.ac.at**, this server can be reached by

- <https://owa.ist.ac.at/> .. webmail and/or activce sync
- owa.ist.ac.at:993 .. IMAPS (SSL/TTLS)
- owa.ist.ac.at:587 .. SMTP (Submission, STARTTLS)

## Thunderbird

Thunderbird config works on Windows, Linux and Macs. Latest Versions of Thunderbird come with integrated Lightning, so you can also subscribe to Calendars by installing this add-on: <https://github.com/Ericsson/exchangeagenda/releases>

## Configuring Email

Mail Account Setup@login1

Your name:  Your name, as shown to others

Email address:

Password:

Remember password

The following settings were found by probing the given server

	Server hostname	Port	SSL	Authentication
Incoming: <input type="text" value="IMAP"/>	<input type="text" value="owa.ist.ac.at"/>	<input type="text" value="993"/>	<input type="text" value="SSL/TLS"/>	<input type="text" value="Normal password"/>
Outgoing: <input type="text" value="SMTP"/>	<input type="text" value="owa.ist.ac.at"/>	<input type="text" value="587"/>	<input type="text" value="STARTTLS"/>	<input type="text" value="Normal password"/>
Username: Incoming:	<input type="text" value="ISTuser"/>		Outgoing:	<input type="text" value="ISTuser"/>

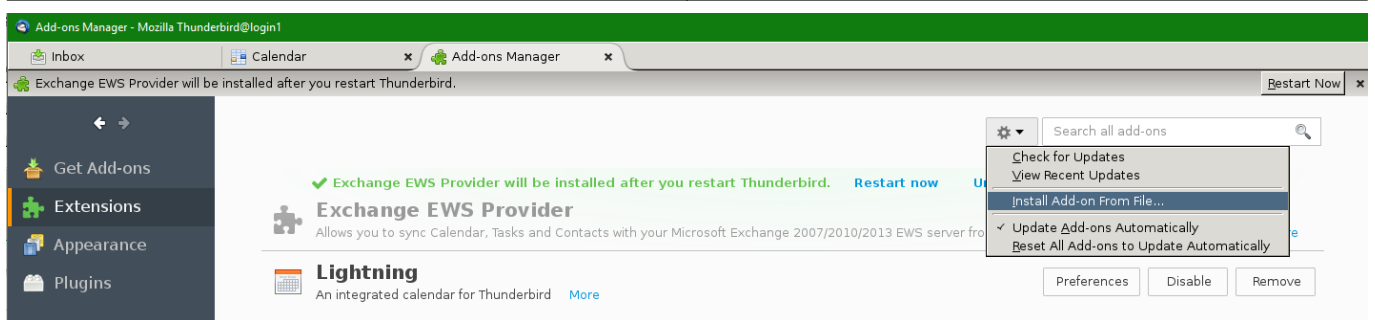
Please make sure you use *firstname.lastname@ist.ac.at* as your Email address and your *ISTuser* as the Username.

### Note

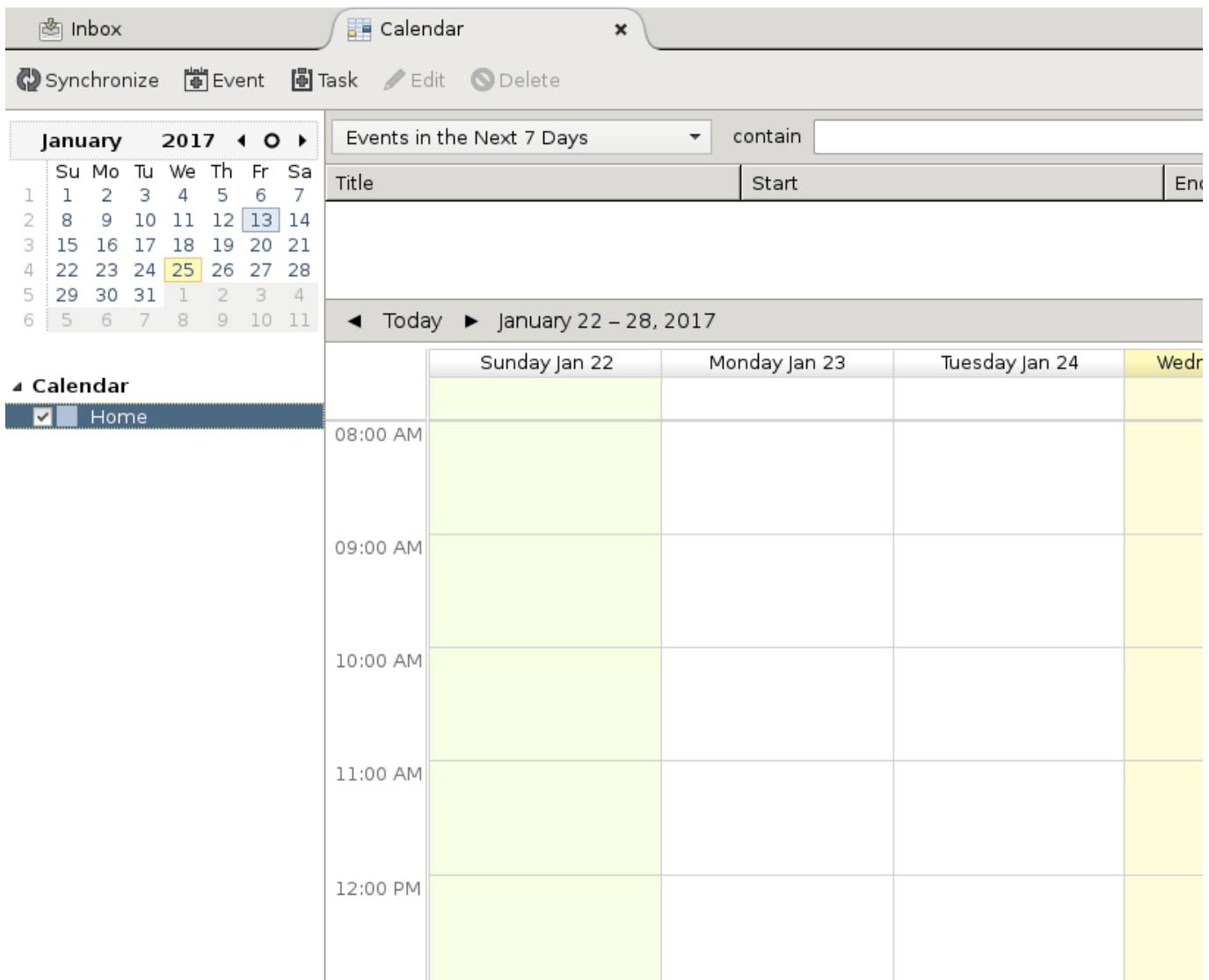
*Normal password* is sufficient here, as the connection to the server is already secured by SSL - for either IMAPS and SMTP.

## Using the Calendar

Download the latest release from <https://github.com/Ericsson/exchangeagenda/releases>, and install it as an Extension to your Thunderbird.



A restart of Thunderbird is necessary.



- Go to File-> New -> Calendar -> *On the Network*
- select Microsoft Exchange 2007/2010/2013
- Click Next
- Enter the name of your calendar and (optionally) select a color, if you want reminders and the E-Mail address for this calendar.
- Click Next
- Now select “Hosted Exchange” and copy <https://owa.ist.ac.at/ews/exchange.asmx> as the “Server URL:”
  - Enter username (ISTUser)
  - Click “Check server and mailbox”, you’ve to enter your ISTpassword.
  - *After the Calendar folder is selected, you can also add different calendars by using*

*“Browse”*

- Click Next
- “Your calendar was been created” ☐

**Having all contacts**

To access your Address Book and also to all IST E-Mail addresses, open the Address Book in Thunderbird.

The screenshot shows the Mozilla Thunderbird interface. The top toolbar includes 'Get Messages', 'Write', 'Chat', 'Address Book', 'Tag', and 'Quick Filter'. The 'Address Book' window is open, showing a list of address books on the left: 'Personal Address Book', 'IST Austria Addresses', 'Exchange contacts', and 'Collected Addresses'. The 'Exchange contacts' folder is selected. The main pane shows a table with columns 'Name', 'Email', and 'Chat Name'. A dialog box titled 'Exchange Contact Settings@login1' is open, showing the following configuration:

- Name in list: ISTAustriaContacts
- Refresh interval in seconds: 300
- Add global address list to search results.
- Exchange Type**
  - Hosted Exchange
  - Microsoft Office365
- Details**
  - Use Exchange's autodiscovery function.
  - Server URL: https://owa.ist.ac.at/ews/exchange.asmx
  - Primary email address: [redacted]@ist.ac.at
  - Username: [redacted]
  - Domain name: [redacted]
  - Share Folder Id: [redacted]
  - Folder base: Contacts folder
  - Path below folder base: /

- On the left, select “Exchange contacts” and click “Add Exchange contact folder”.
- Fill in a Name, use the same URL as above (https://owa.ist.ac.at/ews/exchange.asmx), and also Username.
- To get all IST contacts, tick “Add global address list to search results”
- When clicking on “Check server and mailbox”, the correct “folder base” -> Contacts folder should be selected.
- By pressing “Save” the configuration is finished, and when you compose messages - just enter the names of recipients.