

Sync Contacts and Calendars using CalDAV and CardDAV

How to sync your calendar and contacts across all your devices.

With **CalDAV** and **CardDAV**, you can keep your schedule and address book perfectly in sync across smartphones, tablets, and desktop applications. These protocols allow you to use your favorite native apps (like the built-in calendar on iOS or Android) rather than being forced to use a specific web interface.

Note: Please ensure your email account is an Enhanced mailbox - which supports mobile synchronization features - before beginning.

Step 1: Get Your Server URLs

You will need a specific URL for your Calendar and another for your Contacts. You can find these directly in your webmail interface:

1. Log into your **Webmail**.
2. Click on your **Profile Picture/Icon** in the top corner.
3. Select **My Account**.
4. Navigate to the **Synchronization** tab on the left-hand menu.
5. Copy the unique links found under **CalDAV URL** and **CardDAV URL**.

My account

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- E-mail Accounts & Aliases
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General

☒ Allow delete via synchronization

By default devices are not allowed to delete items. This was added due to a bug in Android 12 that deleted contacts after an update.

CalDAV URL
https://mynewdomain--com.w.emailarray.com/caldav

Use this link to sync your Calendar with other devices

CardDAV URL
https://mynewdomain--com.w.emailarray.com/carddav

Use this link to sync your Addressbook with other devices

E-mail

E-mail Account
john@mynewdomain.com

Calendar

Name	Default
John Summers	☒

Address books

Save

The URLs generally follow this format:

- **CalDAV:** https://yourdomain--com.w.emailarray.com/caldav
- **CardDAV:** https://yourdomain--com.w.emailarray.com/carddav

Step 2: Add a New Account to Your Device

The process is similar across most platforms (iOS, Android, macOS, or Thunderbird).

1. Open your device's **Settings** or your preferred **Calendar/Contact app**.
2. Find the option to **Add Account**.
3. Select **Other** or **Advanced Setup** (do not select Google, Outlook.com, or iCloud).
4. Choose **CalDAV** (for Calendars) or **CardDAV** (for Contacts).

Step 3: Enter Connection Details

When prompted for account details, use the **Manual** or **Advanced** setup option:

- **Username:** Your **full email address** (e.g., john@mydomain.com).

- **Password:** Your email account password.
- **Server URL:** Paste the specific URL you copied from your webmail in Step 1.
- **Description:** Give the account a name, such as "Work Calendar" or "My Contacts."

Click **Finish** or **Save** to complete the setup. Your device will now begin the initial synchronization.

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