Connector for Business Mobility
User Guide

Connector for Business Mobility
: User Guide

Table of Contents

Please note

Mobile devices may not be supported for all server installations. Please contact your support to activate this feature.

1 Introduction

1.1   What is the Connector for Business Mobility?

Mobile communication and information are an increasingly important factor of success in a business environment. You must thus synchronize emails and PIM data between the groupware server and your mobile phone.

The Connector for Business Mobility has the following characteristics:

- based technically on the Microsoft Exchange ActiveSync protocol
- automatic push synchronization of emails, appointments, tasks and contacts between your mobile phone and the server
- easy to install
- integrates seamlessly with the applications of the mobile phones already used

Note: Please note that for data transfer, depending on the cell phone contract, additional costs can arise. For more information, contact your cell phone provider.

1.2   Which data is synchronized?

The Connector for Business Mobility synchronizes the following data:

- E-Mails in your inbox and in all E-Mail subfolders.
  Note: The synchronization of E-Mail subfolders might not be activated. Contact your administrator or hoster.
  Note: Depending on the mobile phone, some E-Mail attachments might not be supported.

- personal contacts
  Note: Distribution lists are **not** supported.

- personal appointments

- personal tasks

To use the contacts from the global address book on your mobile device, use your mobile device's search function.

Apple iPhone and Android additionally synchronize the following folders:

- personal subfolders for contacts, appointments, tasks

- shared and public folders for contacts, appointments, tasks
  The name of a shared folder indicates the user who shared the folder.

Note: The synchronization for those folders might not be activated. Contact your administrator or hoster.

Warning: When synchronizing serial appointments on Apple devices resources and participants assigned to the serial appointment are deleted in specific cases. This error can occur if a participant changes the appointment reminder on the Apple device. The error is caused by a communication problem between the Apple Client software and the Microsoft Exchange ActiveSync protocol.

Warning: When receiving an appointment invitation on your Apple device and the invitation was sent from a Microsoft Exchange Server or from Lotus Notes, the appointments's start time might differ after synchronizing with the Groupware Server. This error is caused by a problem with exchanging different time zones between the Apple Client Software and the Microsoft Exchange Server or Lotus Notes.

Note: If accepting or declining an appointment invitation from an external participant on your Apple device, an appointment duplicate will be created. To avoid this, do not answer appointment invitations from external participants on your Apple device.

2 Configuring Mobile Devices

As soon as having configured your mobile device, the data are synchronized between the mobile device and the Groupware Server. Information on how to use the mobile devices can be found at the end of the instructions for the manual configuration.

2.1   Manually Configuring Windows Phone

Windows Phone includes a pre-installed ActiveSync client, with which you can synchronize your emails, contacts, and appointments between your mobile phone and the Groupware Server.

Note: This guide refers to a non-modified version of Windows Phone. The icons and names on your mobile phone may be different from this guide. In this case, refer to your mobile phone documentation or ask your cell phone provider.

How to configure your Windows Phone mobile phone:
1. In the main menu, select the right arrow icon or swipe to the left to access the application list.
2. Select **Settings**. Choose **email & accounts**.
3. Select **add an account**. Select the **Outlook** account type.
4. Enter the E-Mail address you use for the Groupware Server.
    Enter the password you use for the Groupware Server.
    Note: The entries are case-sensitive.
    Select **sign in**.
5. Enter your access data (username and domain) for the Groupware Server.
    If your username contains the @ character, enter the characters preceding @ in the **Username** field, the characters following @ in the **Domäne** field. Example: For the username mike@ox.io enter mike as user and ox.io as domain.
    If your user name doesn't contain the @ character, enter the user name in the **User name** field, and the defaultcontext name in the **Domain** field.
    Select **sign in**.
6. A notification message is shown. Select **Advanced**.
    On the next page select **show all settings**.
7. In the **Server** field enter the server name (hostname, FQDN) of the Groupware Server.
    If your server uses encryption, enable **Server requires an encrypted (SSL) connection**.
8. Check the settings.
    Select **sign in**.

Result: Your mobile phone is configured to use the Groupware Server. The initial synchronization automatically starts immediately. Depending on the data volume and the network connection, the first synchronization might take a while.

For the everyday use please read the following information.

- To read or compose E-Mails, select **Outlook** from the main menu.
- To synchronize E-Mails with the Grouwpare Server, select **Outlook** from the main menu. In the menu select **Synchronize**.

2.2   **Manually Configuring Apple iPhone**

As of version 2.0, the Apple iPhone includes a pre-installed ActiveSync client, with which you can synchronize your emails, contacts, appointments and tasks between your iPhone and the Groupware Server.

To configure your Apple iPhone:

1. From the home screen, select **Settings**.

2. Select **Mail, contacts, calendar**.

3. Select **Add an account**.

4. Select **Microsoft Exchange**.

5. On the **Exchange** page, enter the following data:

    - the email address you use for the email account on the Groupware Server

    - the server name (hostname, FQDN) of the Groupware Server The input field for the Groupware Server address might not be displayed here. In this case proceed with the next step. When having completed the next step, the input field for the Groupware Server address is displayed.

    - your access information (username and password) for the Groupware Server. Note that the username and the password are case-sensitive.
      If your username contains the @ character, enter the characters preceding the @ in the **User name** field, and the characters following the @ in the **Domain** field. Example: For the username mike@ox.io enter mike as user and ox.io as domain.
      If your user name does not contain the @ character, enter the user name in the **User name** field. In **Domain** field either enter defaultcontext or leave the field empty.
      Select **Next**.

6. Select the data that should be synchronized.
    Select **Finish**.

Result: Your iPhone is configured to use the Groupware Server. Your first synchronization starts immediately automatically. Depending on the amount of data and the network connection, the first synchronization can take a long time.

For the everyday use please read the following information.

- You will find the emails of your Groupware email account in the iPhone email application in a separate profile. This application supports email subfolders as well as the management of email folders. In the account settings you can define which E-Mail subfolders are synchronized.

- You will find the appointments of the Groupware Server in the iPhone calendar application. This application supports the display of multiple calendars. Thus, all your appointments from your personal calendars on the Groupware Server are available on your iPhone.

- You will find the contacts of the Groupware Server in the iPhone contacts application. This application supports the display of multiple contact folders. Thus, all your personal contacts from the Groupware Server are available on your iPhone. To access the contacts of the global address book, use the search function.

2.3   Manually Configuring Android

Note: This guide refers to non-modified versions of Google Android. You might use a version that has been modified by your device or mobile provider. This can result in client functions, described in this instruction, using a different terminology, being differently configured or not being available at all.

Non-modified Android versions include a pre-installed ActiveSync client, with which you can synchronize your emails and contacts between your Android device and the Groupware Server.

How to configure your Android device:

1. From the application overview select **Settings**.
2. Select **Accounts** below **User**
3. Select **add an account**.
4. Select **Exchange** as account type.
5. On the **Add my E-Mail address** page enter the following data:
   - The E-Mail address used for your E-Mail account on the Groupware Server.
   - Your password for accessing the Groupware Server.
   Select **Next**.
6. On the **Account Setup** page enter the following data.
   - In the **Username** field enter your user name for the Groupware Server. The entries are case-sensitive.
   - The password for accessing the Groupware Server. The password has already been entered in the previous dialog. You can check it now.
   - In the **Server** field enter the server name (hostname, FQDN) of the Groupware Server.
   - To make an encrypted transfer of your data, activate the respective option.
   Select **Next**.
7. On the **Account settings** page, you can change the settings.
   Select **Next**.
8. Enter a name for the new account.

Result: Your Android device is configured to use the Groupware Server. The initial synchronization automatically starts immediately. Depending on the data volume and the network connection, the first synchronization might take a while.

Software License Agreement

<div align="center">

OX Software GmbH.
Connector for Business Mobility
End-User License and Maintenance Agreement

</div>

Important – Please Read carefully. This End-User License and Maintenance Agreement ("EULA" or the "Agreement") is a legal agreement between you and OX Software GmbH. You ("Licensee") agree to be bound by the terms of this EULA by clicking or tick marking "I accept" or entering "Yes" when asked whether you accept this Agreement, or by using the software. If you do not agree, do not click or tick mark "I accept" and do not enter "Yes" when asked whether you accept this Agreement, and do not use the software.

The Software

OX Software GmbH. ("Open-Xchange") has created a proprietary software program called the Connector for Business Mobility (the "Software"), which synchronizes emails, contacts, calendar and tasks between mobile devices and Open-Xchange.

Licensees

Licensees are individuals, firms, organizations and entities - as the case may be - that purchase licenses granting the right to use the Software in accordance with the terms of this EULA.

License Grant

Subject to full payment of all applicable license fees and charges to Open-Xchange, Open-Xchange grants to Licensee the non-exclusive right to install, use the Software and have the Software used by end-users authorized by Licensee, in object-code form only, under the terms of this EULA, provided that the number of end-users authorized by Licensee to use the Software does not exceed the number of end-users covered by the offering (as defined below in sec. "Term and Termination") purchased by Licensee. Licensee shall procure that end-users authorized by Licensee to use the Software adhere to the obligations under the terms of this EULA as if such end-users were Licensees themselves. "Use" means that Licensee may install, use, access, run, or otherwise read the Software into and out of memory in accordance with the documentation and the license grant from Open-Xchange. Licensee may copy the Software and its associated documentation for Licensee's own use (i.e, for use by one individual) and for backup and archival purposes. Any use, copying, or distribution of the Software or its associated documentation not authorized by this Agreement may result in the termination of the license granted by this Agreement.

Restrictions

No Publication.
Except as otherwise specifically set forth in this Agreement, Licensee may not distribute, disclose, display, transmit, publish, resell, sublicense or otherwise transfer Software, nor allow the distribution, disclosure, display, transmission, publication, resale, sublicense or transfer of the Software, to any person, entity or other third party.

Limited Copies.
Licensee may not copy or allow copies of the Software to be made for any reason, except for Licensee's own use (i.e, one individual) and for back-up and archival purposes.

No Modifications or Derivative Works.
Licensee may not make any changes or modifications in the Software, nor may Licensee create derivative works of the Software. Licensee may not decompile, disassemble, decrypt, extract or otherwise reverse

engineer the Software. Licensee may not remove, alter, cover, or distort any copyright, trademark or other proprietary rights notice placed by Open-Xchange in or on the Software or its documentation.

No Unlawful Use.
Licensee may not use the Software in any unlawful manner or for any unlawful purpose.

Maintenance

Subject to full payment of all applicable license and Maintenance fees to Open-Xchange, Open-Xchange shall provide Licensee with all corrections, revisions, patches, service packs, updates and subsequent releases of the Software (collectively referred to as "Subsequent Releases") made available by Open-Xchange during the term of this Agreement). All Subsequent Releases of the Software shall be made available via download at Open-Xchange's Maintenance Portal, http://www.open-xchange.com/en/oxpedia. Access to the Open-Xchange Maintenance Portal is granted by activating the Maintenance Key provided by Open-Xchange or its e-commerce provider or one of its authorized resellers.

Term and Termination of License Portion

The term of the License granted under the EULA to the Licensee shall commence on the day the Licensee clicks or tick marks "I accept" or enters "Yes" when asked whether Licensee accepts this Agreement, or by using the Software ("Effective Date") and continue in perpetuity ("License Term") unless terminated upon the occurrence of one or more of the following events:

- By Open-Xchange, if Licensee fails to pay any fees, charges or taxes due to Open-Xchange hereunder, provided written notice of such alleged default has been given to Licensee and Licensee has not cured such default within ten (10) days after receipt of such notice.

- By Open-Xchange, if License is in default or breach of any material provision of this Agreement, provided written notice of such alleged default has been given to Licensee and Licensee has not cured such default within fourteen (14) days after receipt of such notice.

Upon the expiration or termination of Licensee's license, Licensee agrees to discontinue and any all uses of the Software and its documentation and to destroy all copies of the Software on Licensee's computers, disks and other digital storage devices.

Term and Termination of Maintenance Portion

The term of maintenance portion ("Maintenance") of the EULA shall commence on the day the Licensee clicks or tick marks "I accept" or enters "Yes" when asked whether Licensee accepts this EULA, or by using the Software. The Maintenance shall have an initial term of one (1) year from the Effective Date ("Initial Term") and shall remain in force until terminated upon the occurrence of one or more of the following events ("Maintenance Term"):

- By either party effective to any anniversary by providing written notice of termination to the other party of at least three (3) months prior to the end of any anniversary date, however, not before the end of the Initial Term.

- By Open-Xchange, if Licensee fails to pay any fees, charges or taxes due to Open-Xchange hereunder, provided written notice of such alleged default has been given to Licensee and Licensee has not cured such default within ten (10) days after receipt of such notice.

- By either party, if the other party is in default or breach of any material provision of the EULA, provided written notice of such alleged default has been given to the other party and such party has not cured such default within fourteen (14) days after receipt of such notice.

Trademarks

Open-Xchange is the sole owner of the OX trademark in the United States, the European Union and certain other countries. Licensee may not use any Open-Xchange trademark without Open-Xchange's prior written consent, which Open-Xchange may withhold in its discretion.

Copyrights

Licensee acknowledges that the Software and its documentation are protected by copyright and other laws and that Open-Xchange is the sole owner of all rights in and to the Software and its documentation. Licensee has no rights in the Software or its documentation except as set forth in this Agreement and in any other written agreement Licensee may have with Open-Xchange. In addition Licensee shall not remove any proprietary notices, labels, copyright marks, or trademarks.

Infringement

In the event that a third party brings a legal action against Open-Xchange alleging that use of the Software infringes a patent, copyright or trade secret, Open-Xchange reserves the right to modify or replace the Software in a manner that retains the same functionality and ease of use of the Software in all material respects, or to procure a license therefor. If Open-Xchange determines that no such alternative is reasonably available, Open-Xchange may terminate this Agreement and the license created by this Agreement and Licensee will cease all use of the Software. Open-Xchange will have no liability to Licensee as a result of such termination. **This section states the entire liability of Open-Xchange and its representatives for infringement.**

Backups

Licensee agrees regularly to back up the data Licensee derive from Licensee's use of the Software. Licensee acknowledges that any failure to do so may significantly decrease Licensee's ability to mitigate any harm or damage arising from any problem or error in the Software.

No Warranties

Open-Xchange delivers the Software on an "as is" basis. Any reliance upon the Software is at Licensee's own risk. Open-Xchange is not responsible for any consequence of Licensee's use of or reliance upon the Software.

To the maximum extent permitted by applicable law, Open-Xchange disclaims all warranties, either express, implied or otherwise, including, but not limited to, implied warranties of title, merchantability, or fitness for a particular purpose.

Limitation of Liability

To the maximum extent permitted by applicable law and regardless of whether any remedy herein fails of its essential purpose, in no event will Open-Xchange be liable for any special, incidental, indirect, consequential or punitive damages whatsoever arising out of this Agreement or the use of or inability to use the Software (including, without limitation, damages for lost information, lost profits or business interruption), even if Open-Xchange has been advised of or should have known of the possibility of such damages. In no event will Open-Xchange be liable for damages in contract, tort or otherwise in excess of the amounts received by Open-Xchange from LICENSEE for Licensee's use of Software during the one-year period immediately preceding the date the cause of action arises. In no event may Licensee bring an action against Open-Xchange more than one year after the cause of action arises. Some jurisdictions do not allow limitations on implied warranties or the exclusion or limitation of incidental or consequential damages, so the above limitations and exclusions may not apply to Licensee. In such jurisdictions, Open-Xchange's liability is limited to the greatest extent permitted by law.

Miscellaneous

Third Party Software
Portions of the Software may use or include third party software and other copyrighted material. Acknowledgements, licensing terms and disclaimers for such material are contained in separate agreements. Licensee's use of such material is governed by the terms of the applicable agreements. Licensee shall not remove any proprietary notices, labels, copyright marks, or trademarks. Third party licenses can be found at http://www.open-xchange.com/node/783.

No Transfer of Rights
Licensee may not transfer, sublicense or assign the rights granted under this Agreement to any other person or entity, except that if Licensee is a Licensee with multiple licenses, Licensee may change the end-users authorized by it to use the Software from time to time.

U.S. Export Control Regulations
Neither the Licensee nor any end-user may export, re-export or deliver the Software, in whole or in part, to any person or entity where such export, re-export or delivery violates any U.S. export or national security control law or regulation. The Licensee represents and warrants that neither the Licensee nor any end-user authorized by it to use the Software is acting on behalf of any person, entity, or country subject to U.S. export or national security controls.

Government Users
U.S. Government end-users acknowledge that the Software constitutes "commercial technical data" as that term is used in the Federal Acquisition Regulations and the Department of Defense Federal Acquisition Regulations and that Open-Xchange owns all rights in the Software.

Entire Agreement; Amendments
This Agreement constitutes the entire understanding between Open-Xchange and Licensee relating to the Software. This Agreement may not be amended or changed except in writing signed by Licensee and Open-Xchange.

Waivers
No delay or failure to exercise any right or remedy provided for in this Agreement will be deemed to be a waiver.

Severability
If any provision of this Agreement is held invalid or unenforceable, for any reason, by any arbitrator, court or governmental agency, department, body or tribunal, the remaining provisions will remain in effect.

Governing Law
This Agreement will be governed by and construed in accordance with the laws of the State of New York, U.S.A, without regard to New York's conflict of laws principles.

Jurisdiction
Both Licensee and Open-Xchange irrevocably consent to the non-exclusive jurisdiction of the United States District Court for the Southern District of New York in any legal action or proceeding arising out of or relating to this Agreement or the transactions it contemplates.

Further Information

OX Software GmbH. is based in Tarrytown, New York, United States of America. For further Information about Open-Xchange's licensing policies or products, contact Open-Xchange at:

E-mail: info@open-xchange.com
Web: www.open-xchange.com
OX Software GmbH.
303 South Broadway
Tarrytown, New York 10591

Tel: +1 914 500 4020
Fax: +1 866 925 4421

Tarrytown, New York, September 2009
OXTBM102