How to sync UVC to an Android Mobile Phone

IMPORTANT – always make sure that you have configured your **Default Time Zone** in UVC under **File -> Options and Preferences -> Calendar -> Time Zone** prior to following these steps.

The sync module allows you to configure the sync feature in UVC with compatible Android handheld and mobile devices.

To enable the synchronization feature use the following steps:

1. Click on the **File** menu and select **Options and Preferences** from the menu.
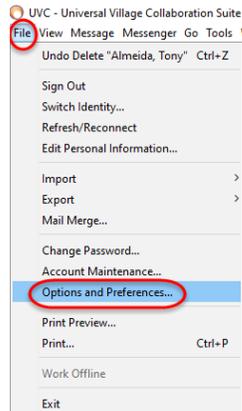
2. Click on **Sync** under the **General** heading.
   Place a check mark in the **Enable remote synchronization** box.
   Enter a sync password that will be used when you configure your device.
   Click on the **OK** button.
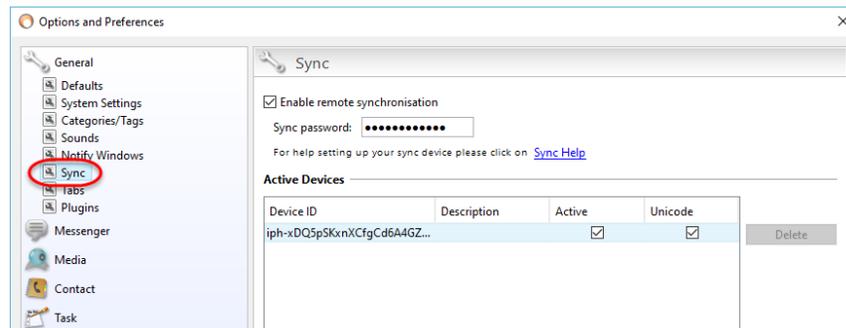
3. Make sure your calendar **Default Time Zone** is configured correctly in UVC.
   Click on the **File** menu and select **Options and Preferences** from the menu.
   Click on **Calendar** and then **Time Zone**.
   Select the appropriate time zone and then click on the **OK** button.
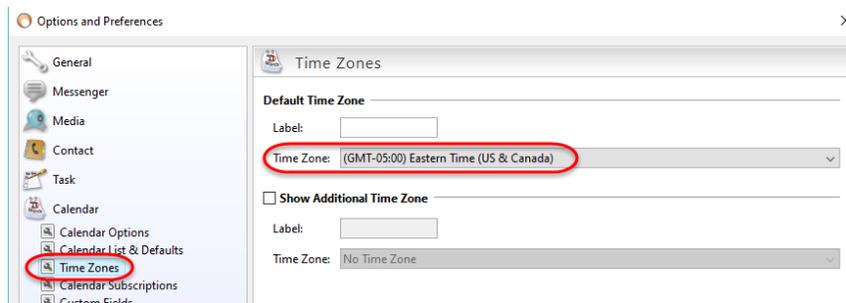
4. Once steps 1 through 3 are completed you will need to download and install FunV10 app. You can get this 3rd party application from the Android Marketplace.

5. Install and then open the **FunV10 App** on your Android phone.

6. Enter your UVC **username** (the one you enter to login to the UVC application)
    Enter the sync **password** (you created in Step #2)

    Make sure to enter the proper server name which is: **http://mobile.uvc.ca/funambol/ds** as seen below.
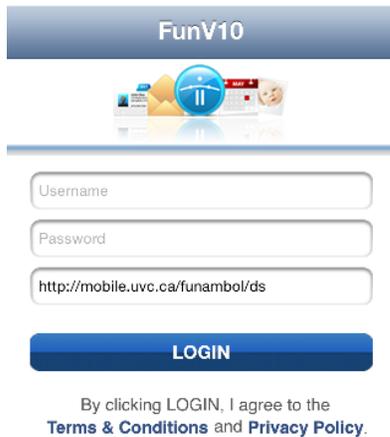
7. Once you have accessed the FunV10 app you can can go into **Settings** and disable the sync between Videos and Files.

    Click on the **Sync All** button to start synchronizing your contacts and calendar items.

    Note: It may take several minutes for your mobile device and UVC to sync. This is normal.

8. If your contacts and/or your calendar items will not sync with your mobile phone you can do a **Reset All** on your FunV10 application. When performing a **Reset All** make sure to select the option **From Server to Device**.

    Note: If you do a **Reset All** this will **delete all contacts and calendar events** on your mobile phone and add what is currently in UVC to your mobile phone or handheld device.

    In certain rare cases it's possible that after the sync you may have more than one of the same contact listed on your phone. In other words it might duplicate contacts. You will need to delete all duplicates manually.
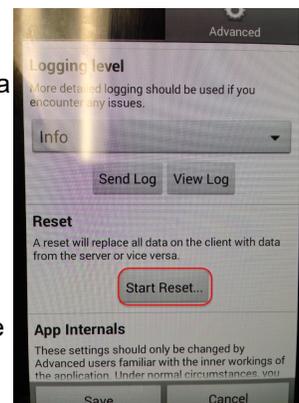
9. If new appointments created in your mobile phone do not appear to sync with the UVC calendar make sure you have selected the correct calendar where those appointments will be created. This options is located on the top of a *new appointment*.