

Android Sync Option for UVC

UVC has the ability to sync your contacts and calendar appointments to your mobile Android device. This allows users to add and edit contacts and appointments items in UVC or on their Android mobile electronic device and always have the latest information where ever they are located.

Your first step is to make sure that the **Default Time Zone** is properly configured in your UVC account.

Go to File -> Options and Preferences -> Calendar -> Time Zone -> then select your time zone

Default Time Zone Label:	
	Label: Time Zone (GMT-05:00) Eastern Time (US & Canada) Show Additional Time Zone Label: Time Zone No Time Zone

Verify that the **Time-Zone** setting on your computer's operating system has the correct Time-Zone. Failure for this time zone setting to match the one selected in UVC will result in appointments showing up on different time slots on your calendar.

🔅 TIME & LANGUAGE	Find a setting ρ
Date & time	Date and time
Region & language	1:19 PM, January 5, 2017
Speech	Set time automatically on Set time zone automatically off Change date and time Change (UTC-05:00) Eastern Time (US & Canada) Adjust for daylight saving time automatically on

Your second step is to enable the synchronization option in UVC and create a new sync password.

Note: If you already have a sync password it is <u>mandatory</u> that you create a new sync password.

Go to File -> Options and Preferences -> General -> Sync

Add a check mark on **Enable remote** synchronization.

Add a new password under the section **Sync password**.

Click on the **OK** button to save your changes.

General	Sync Sync				
Defaults					
System Settings	Enable remote sync	hronisation			
Categories/Tags	Sync password: ••	🔶	_		
Notify Windows	For help setting up y	our sync device please click on	Sync Help		
Sync			· · · ·		
🛋 Tabs	Active Devices				_
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Messenger					Delete
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Calendar					
Note					
20 Project					

To sync your calendar the **CalDAV-Sync** app is around \$3.00 U.S. To sync your contacts the **CardDAV-Sync** app is free.

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CalDAV-Sync is a CalDAV client for Android to synchronize ever implementation as sync adapter it integrates seamlessly with Also check out CardDAV-Sync To get task support, please install this task app https://play.goc	its and tasks. Due to its he native calendar app and widgets. ogle.com/store/apps/details?	CardDAV-Sync is a CardDA sync adapter it integrates (Also check out CalDAV-Sy Samsung S5 users: Pleas when opening a contact sy	W client for Android to synchronize or seamlessly with the default contacts (nc) e note that some S5 devices come wi ynced by this app. Please report any c	ontacts. Due to its implementation as app: ith a broken contacts app that crashes reashes to Samsung.

How to sync your calendar

1. Once you downloaded both apps from the Android Store you will see them on your phone as seen below.



2. Click on **CalDAV-Sync** app and then click on the option **Add Account**. Click on the button **CalDAV Account**.



3. On this screen you will need to enter the following information:

Server: sync.uvc.ca User Name: type <u>your current UVC account username</u>. Password: type the sync password you created in UVC (see 1st page for more information).

- 4. Once all information is correctly entered click the **Done** button and move to the **Next** screen.
- 5. Your mobile device will start "verifying" the configurations you have added to this new account. *Note:* this process may take a couple of minutes or less.
- 6. It is not mandatory to accept the SSL certificate.
- 7. The CalDAV settings should be exactly as seen below.



8. Click on Advance Options.

Select the option Use preemptive authentication.



How to sync your contacts

1. Click on **CardDAV-Sync** app and then click on **Add Account**. Click on the button **CardDAV Account**.



2. On this screen you will need to enter the following information:

Server: sync.uvc.ca User Name: type <u>your current UVC account username</u>. Password: type the sync password you created in UVC (*please see 1st page for more information*).

- 3. Once all information is correctly entered click the **Done** button and move the the **Next** screen.
- 4. Your mobile device will start "verifying" the configurations you have added to this new account. *Note:* this process may take a couple of minutes or less.
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- 6. The CardDAV settings should be exactly as seen below.

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Sync settings for jchapman@	Sync settings for jchapman@
Get help Open account settings help in a browser	Sync direction
	One-Way-Sync
Server settings	Set to sync from server to phone only.
Advanced options	Enforce synchrony
	Revert updates on the phone to keep it in
Sync direction	Syna with the server.
One-Way-Sync Set to sync from server to phone only.	Conflict resolution
	Policy
Enforce synchrony	Server always wins
sync with the server.	Sync Interval
Conflict resolution	Periodic auto sync 🔽
Policy Server always wins	Sync Interval 1 hour
Sync Interval	Data service settings
Periodic auto sync 🗹	Data service settings

7. Click on Advanced Options and select the option Use preemptive authentication.



8. The sync of calendar items and contacts will be processed automatically. But if a manual sync is needed click on **Settings -> Cloud and accounts -> CalDAV or CardDAV**.



9. Click on the email account link to the sync app that you clicked on.



10. Click on the 3 dots located on the top right corner and select the option Sync Now.



Troubleshooting Tips

1. If you see the error message below when you sync your phone simply click on the **OK** button. Ideally it should re-add the certificate.

There could be some communication problem between your mobile phone and the sync server.



For CardDAV:

- 1. When configuring your CardDAV account make sure to select **CardDAV** and <u>not</u> **CardDAV Address Book**.
- 2. Makes sure the option Server to phone sync only is not checked.
- Under the advanced setting named "Policy".. the options are: "Server always wins" or "Phone always wins". Make sure you select server always wins.

FYI

Conflict resolution Policy

This option determines how to handle sync conflicts. A conflict occurs when a modification (i.e. the contact was edited or removed) was made on the phone and on the server at the same time.

Server wins will enforce the server version of the contact in case of a conflict. All modifications on the phone will be overridden by the server version.

Phone wins will enforce the version on the phone. All modifications on the server will be overridden.

For CalDAV:

- After selecting your calendars to be sync make sure you input or modify the current email address to
 reflect the email address link to those calendar. For example if it shows <u>alex@localhost</u> change to
 <u>alex@bell.com</u> (your actual active email address link to the calendar's email account in UVC that you
 want to sync). This step is not necessary but it allows you to differentiate this account with other
 accounts that you have already added. Leaving it to "localhost" will not affect the sync to UVC.
- 2. In the settings for CalDav sync make sure the **"Use WebDav Sync Method"** is checked. This setting resolves in a better synchronization between UVC and the mobile phone.