

# Configure Outlook with Deeztek Nextcloud CalDAV Calendar and Deeztek Hosted Mail Account

**Pre-requisites:** You must have an existing Deeztek Mail account

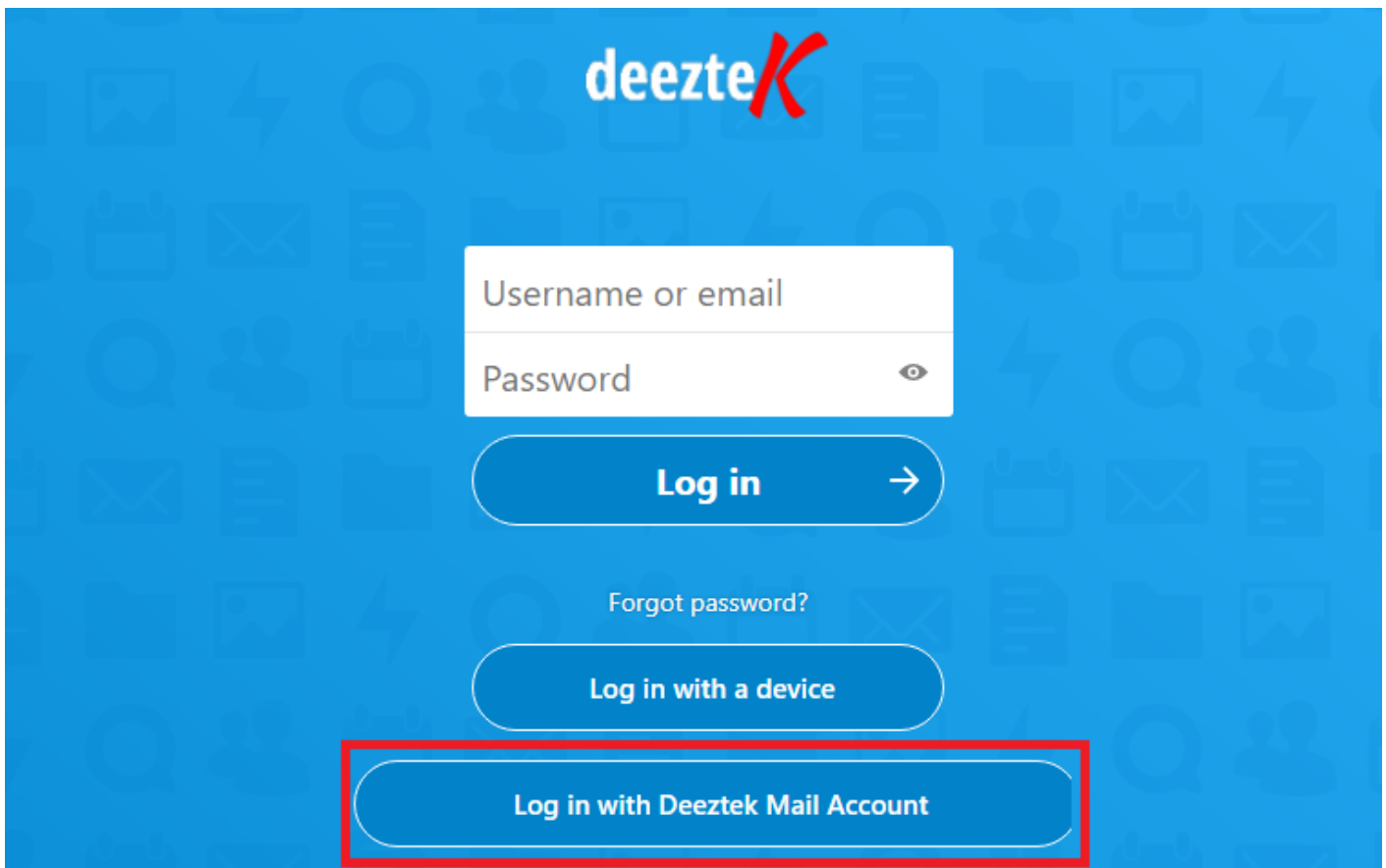
## Download and install the latest version of CalDav Synchronizer

- Navigate to [CalDav Synchronizer](https://caldavsynchronizer.org/download-2/) page at <https://caldavsynchronizer.org/download-2/> and download the latest version of CalDav Synchronizer (As of the writing of this guide, the latest version was 4.0.0).
- Extract the downloaded zip and then install CalDav synchronizer using the included **setup.exe**.

## Login to Deeztek Nextcloud with your Deeztek Mail Credentials

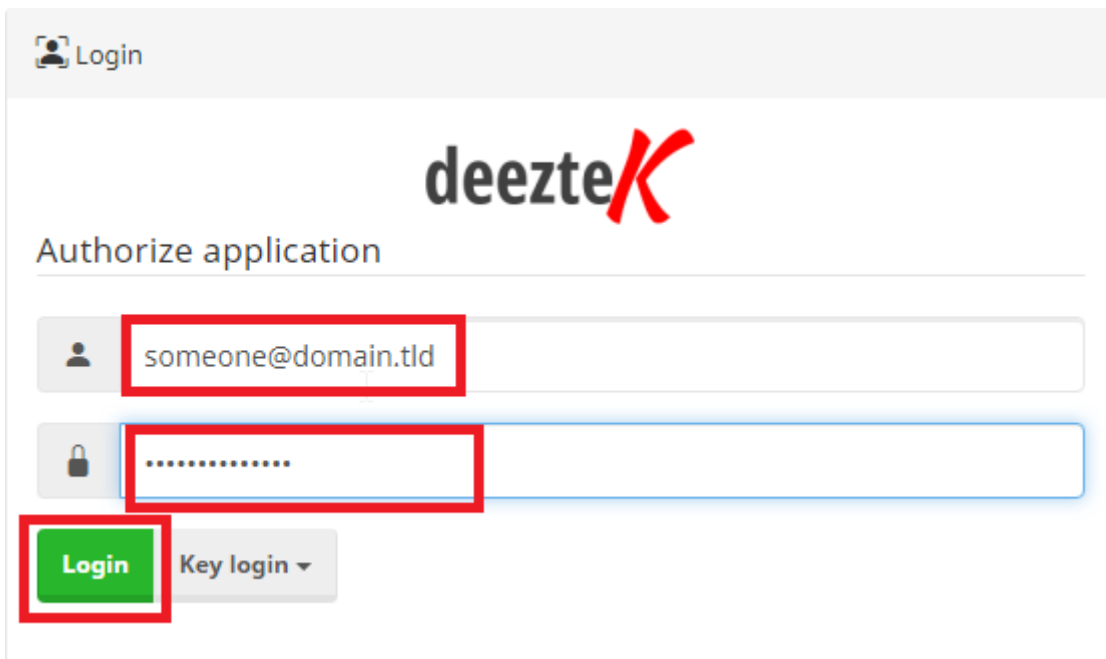
- Navigate to the Deeztek Nextcloud server at <https://cloud.hosting.deeztek.com> and click on the the **Login with Deeztek Mail Account** button (**Figure 1**):

**Figure 1**



- You will be taken to the Deeztek Mail **Authorize application** screen. Enter your Deeztek Mail username and password and click the **Login** button (**Figure 2**):

**Figure 2**



- On the following **Authorize application** screen, click the **Authorize application** button (**Figure 3**):

**Figure 3**

## Authorize application

An application asked for the following permissions:

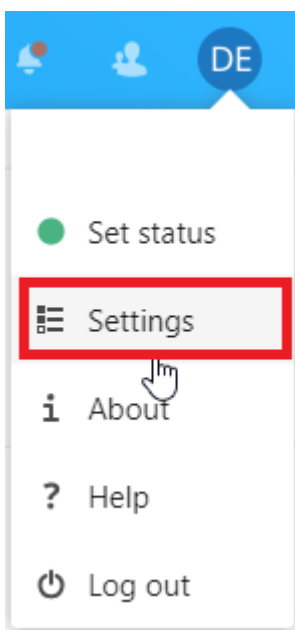
**Profile** View personal information: username, full name, created, modified, active

Authorize application

Deny

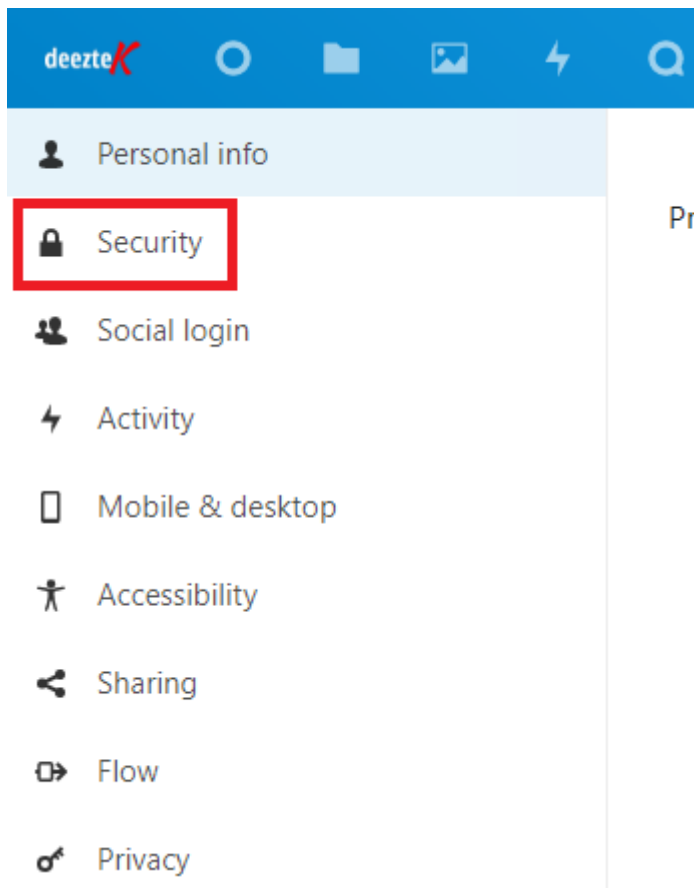
- Once you click the Authorize application button, you will be logged in to the Deezytek Nextcloud. On the top right menu, click on the round icon containing the initials of your name and then click on **Settings (Figure 4)**:

**Figure 4**



- Next, click on **Security** on the left menu (**Figure 5**):

**Figure 5**



- Under the **Devices & sessions** section, enter a name of your choosing in the **App name** field (Example: shared-calendar) and click the **Create new app password (Figure 6)**:

**Figure 6**

## Two-Factor Authentication ⓘ

Use a second factor besides your password to increase security for your account.

If you use third party applications to connect to Nextcloud, please make sure to create and configure an app password for each before authentication.

🔑 TOTP (Authenticator app)

☐ Enable TOTP

🔒 Backup code

Generate backup codes

## Passwordless Authentication

Set up your account for passwordless authentication following the FIDO2 standard.

No devices configured.

Add WebAuthn device

## Devices & sessions

Web, desktop and mobile clients currently logged in to your account.

Device

Last activity



This session

seconds ago

App name

Create new app password

- The system will generate a **Username** and **Password** below. Ensure you copy both the username and the password before clicking the **Done** button because you are going to need them in order to configure Outlook below (**Figure 7**):

Figure 7

Use the credentials below to configure your app or device. For security reasons this password will only be shown once.

Username

Mailcow-d...@...t

Password

GwL7Q-cWPxk-txPKp-sM9dd-6Nci8

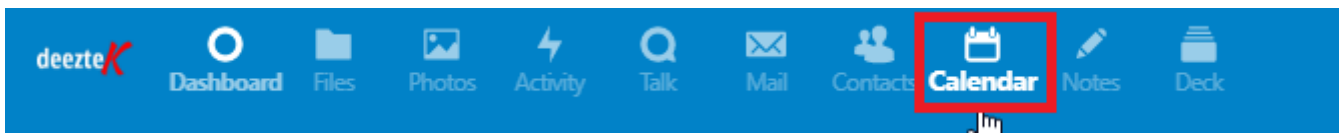


Done

Show QR code for mobile apps

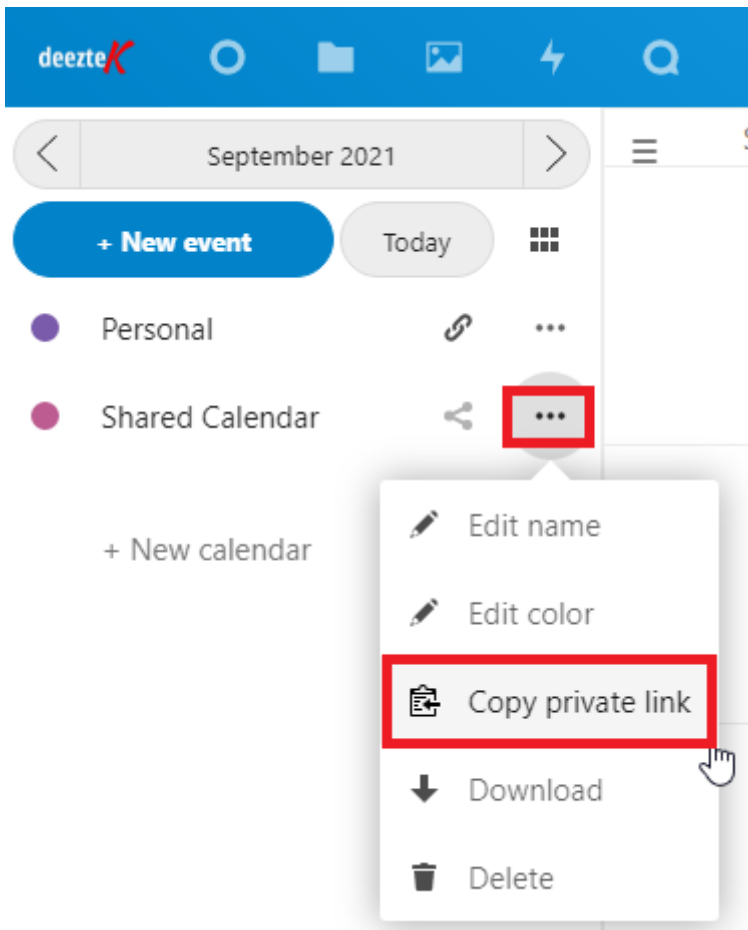
- Next, click on the **Calendar** icon on the top menu bar (**Figure 8**):

Figure 8



- Locate the calendar you wish to connect to and click the on the 3 dots ... next to the calendar and on the resultant menu click on **Copy private link**, ensuring you save the link because you are going to need it to configure Outlook below (**Figure 9**):

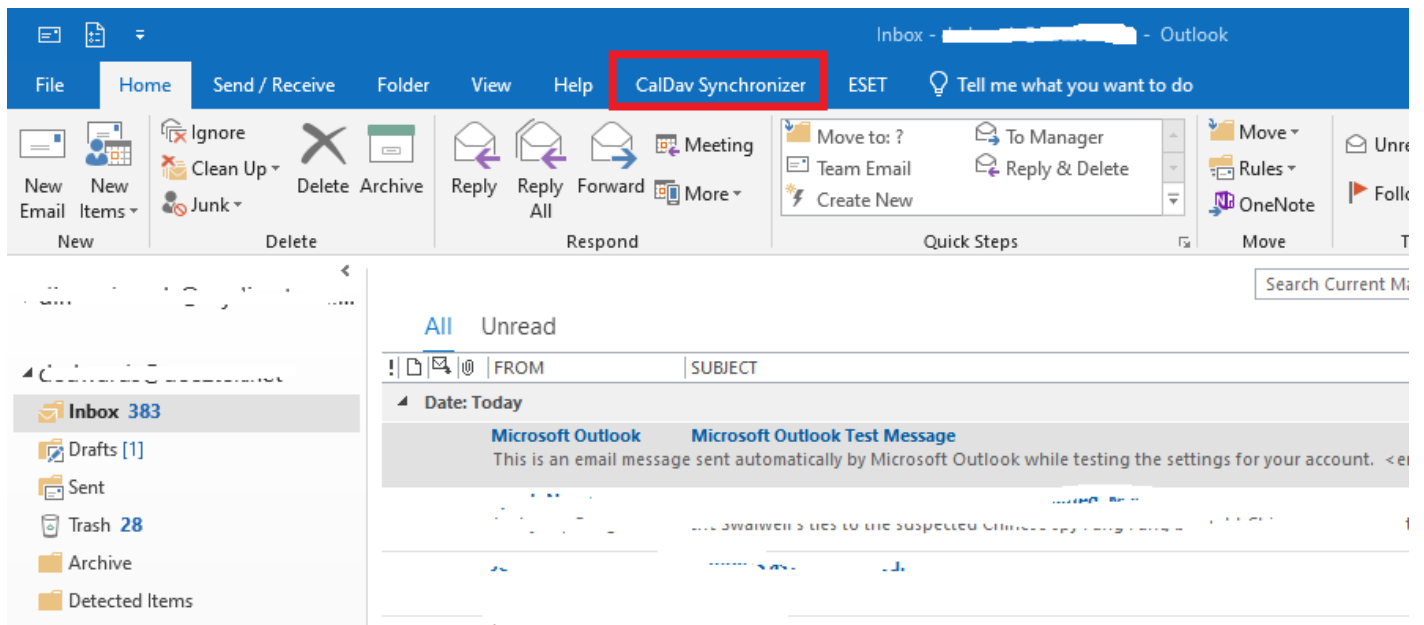
**Figure 9**



## Configure CalDav Synchronizer

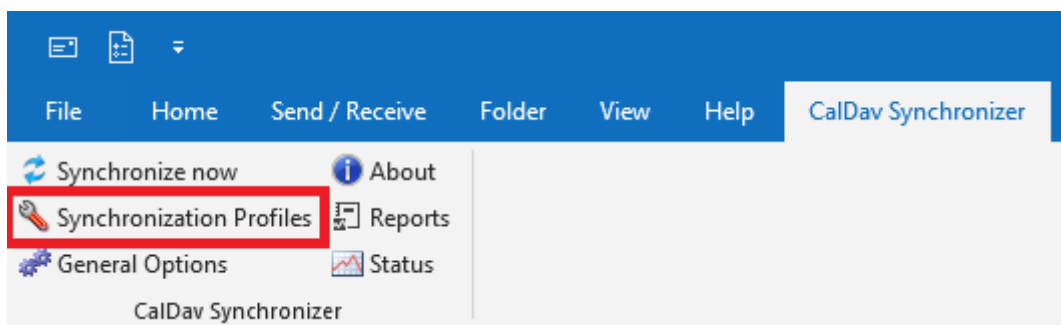
From the Outlook main window, click on **CalDav Synchronizer** from the top menu (**Figure 10**).


**Figure 10**



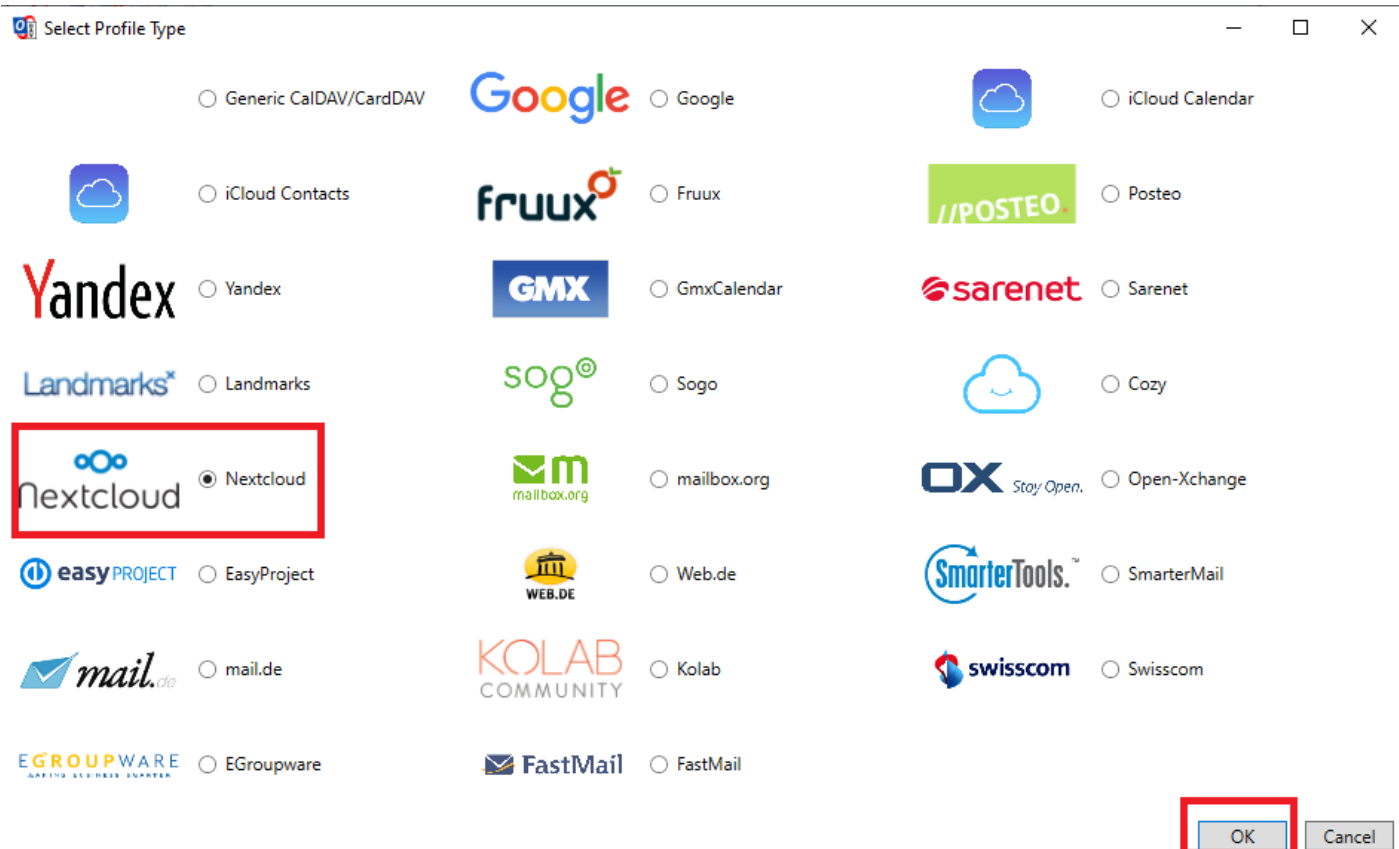
Next, click on **Synchronization Profiles** button (**Figure 11**).


**Figure 11**



In the CalDav **Options** window, click the  icon (Add new profile) button and in the **Select Profile Type** window, select **Nextcloud** and click **OK** (**Figure 12**).

**Figure 12**



- Back in the **Options** window, enter a name in the **Name** section (Example: Nextcloud) and then click on the  button in the **Outlook folder** section (**Figure 13**).

**Figure 13**



— □ ×

Name:

**Outlook Settings**

Outlook folder:

☐ Synchronize items immediately after change

**Server Settings**

DAV URL:

Username:

Password:

Email address:

**Sync Settings**

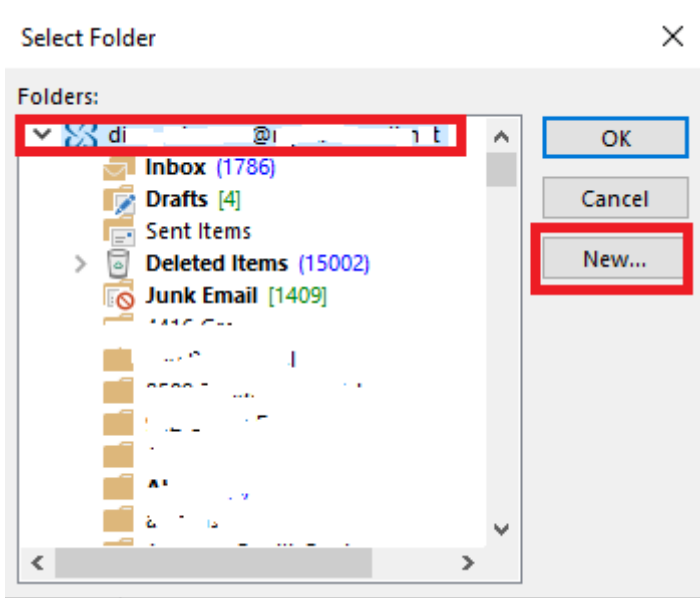
Synchronization mode:

Synchronization interval (minutes):

[Show Advanced Settings](#)

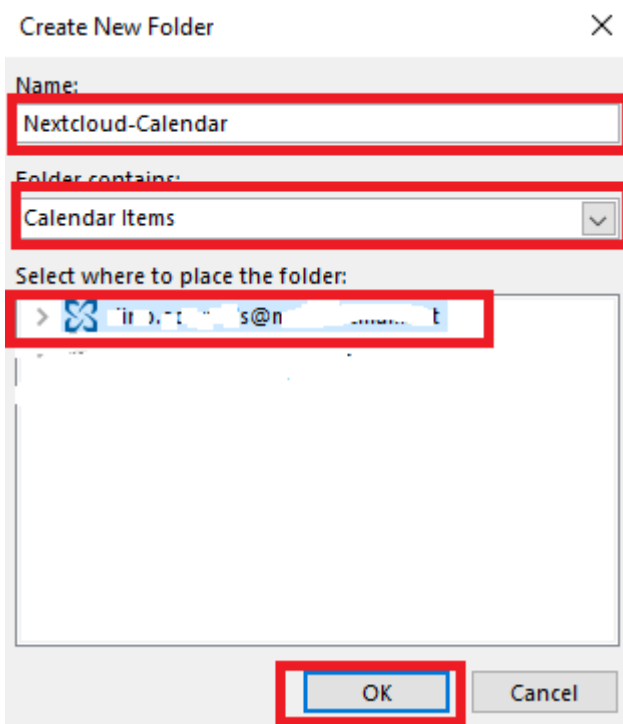
- In the **Select folder** window, ensure you have selected the top-most folder of that contains your e-mail address and click the **New...** button (**Figure 14**):

**Figure 14**



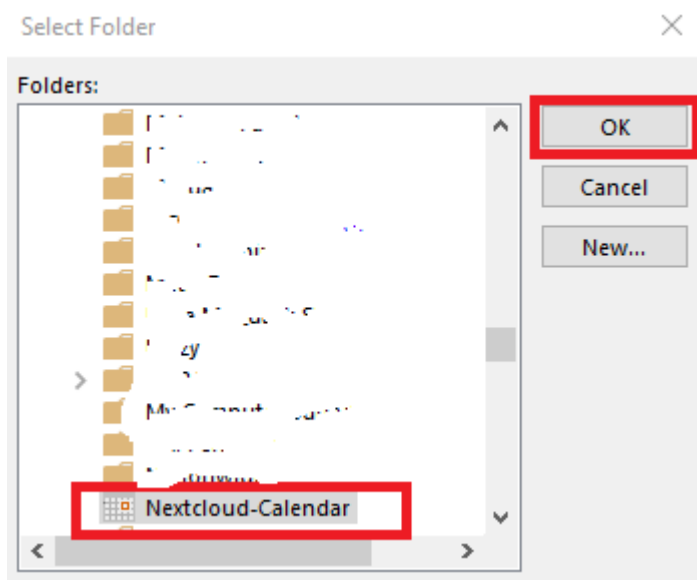
- In the **Create New Folder** window, enter a name in the **Name** section (Example: Nextcloud-Calendar), in the **Folder contains** drop-down ensure you select **Calendar Items**, in the **Select where to place the folder** section, ensure you have selected the top-most folder containing your e-mail address and click the **OK** button (**Figure 15**):

**Figure 15**



- Back in the **Select Folder** window, ensure the newly created **Nextcloud-Calendar** (or whatever name you chose to name your calendar) is selected and click the **OK** button (**Figure 16**):

**Figure 16**



Back in the **Options** window, check the **Synchronize items immediately after change** checkbox, in the **DAV URL** field enter the Private Link you copied from **Figure 9** above, in the **Username** field paste the username you generated from **Figure 6** above, in the **Password** field paste the password you generated from **Figure 6** above, in the **Email address** field enter your e-mail address and click the **Test or Discover Settings** (**Figure 17**):

Figure 17

Name:

**Outlook Settings**

Outlook folder:  ...

☒ Synchronize items immediately after change

**Server Settings**

DAV URL:

Username:

Password:

Email address:

**Sync Settings**

Synchronization mode:

Synchronization interval (minutes):

If you entered all information correctly, you should get a **Connection test successful** pop-up window. Click the **OK** button on the pop-window (**Figure 18**):

Figure 18

Name:

**Outlook Settings**

Outlook folder:

☒ Synchronize items immediately after change

**Server Settings**

DAV URL:

Username:

Password:

Email address:

**Sync Settings**

Synchronization mode:  Outlook ↔ Server (Two-Way) ▾

Synchronization interval (minutes):  ▾

[Show Advanced Settings](#)

Test settings

Connection test successful.

- Back in the **Options** window, click the **OK** button on the bottom right (**Figure 19**):

**Figure 19**

Options

Nextcloud

Name: Nextcloud

Outlook Settings

Outlook folder: Nextcloud-Calendar

☒ Synchronize items immediately after change

Server Settings

DAV URL: https://cloud.hosting.deeztek.com/remote.php/dav/calendars/Mailcow-... shared-calendar/

Username: Mailcow...@c...

Password: \*\*\*\*\*

Email address: ...@... .

Test or discover settings

Sync Settings

Synchronization mode: Outlook ↔ Server (Two-Way)

Synchronization interval (minutes): 30

Show Advanced Settings

OK Cancel

- Restart Outlook

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