

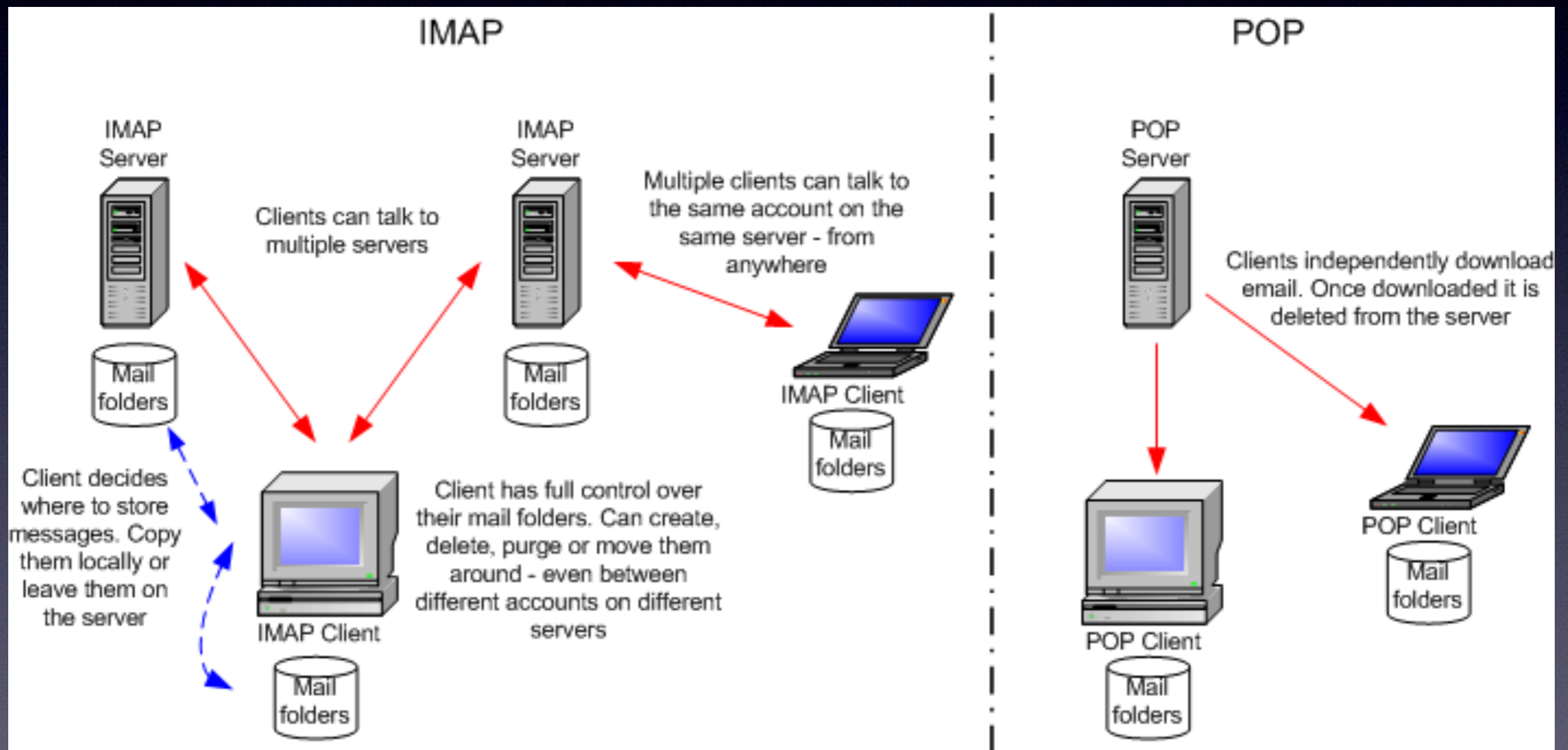
Calendar

ApplePickers
April 13, 2016

Background

- ✓ Most IMAP services include calendaring along with email, contact and reminder services
- ✓ IMAP keeps copy of message on server while POP downloads message to client
 - IMAP Allows for multiple simultaneous access
- ✓ CalDAV specs first introduced in 2003 and completed in 2007
 - WebDAV extension

POP vs IMAP



Why use?

- ✓ Like Apple Mail provides a unified view
- ✓ Easy access
- ✓ Login not required multiple times
- ✓ Not browser dependent
- ✓ Less likely to miss an event
- ✓ Can show external event calendars

Set-Up

✓ Dependent on your email address

✓ iCloud

- Easy because it's built-in on Macs, iPads and iPhones

✓ Gmail

- Easy
- Apple has accounted for quirks in Gmail's implantation

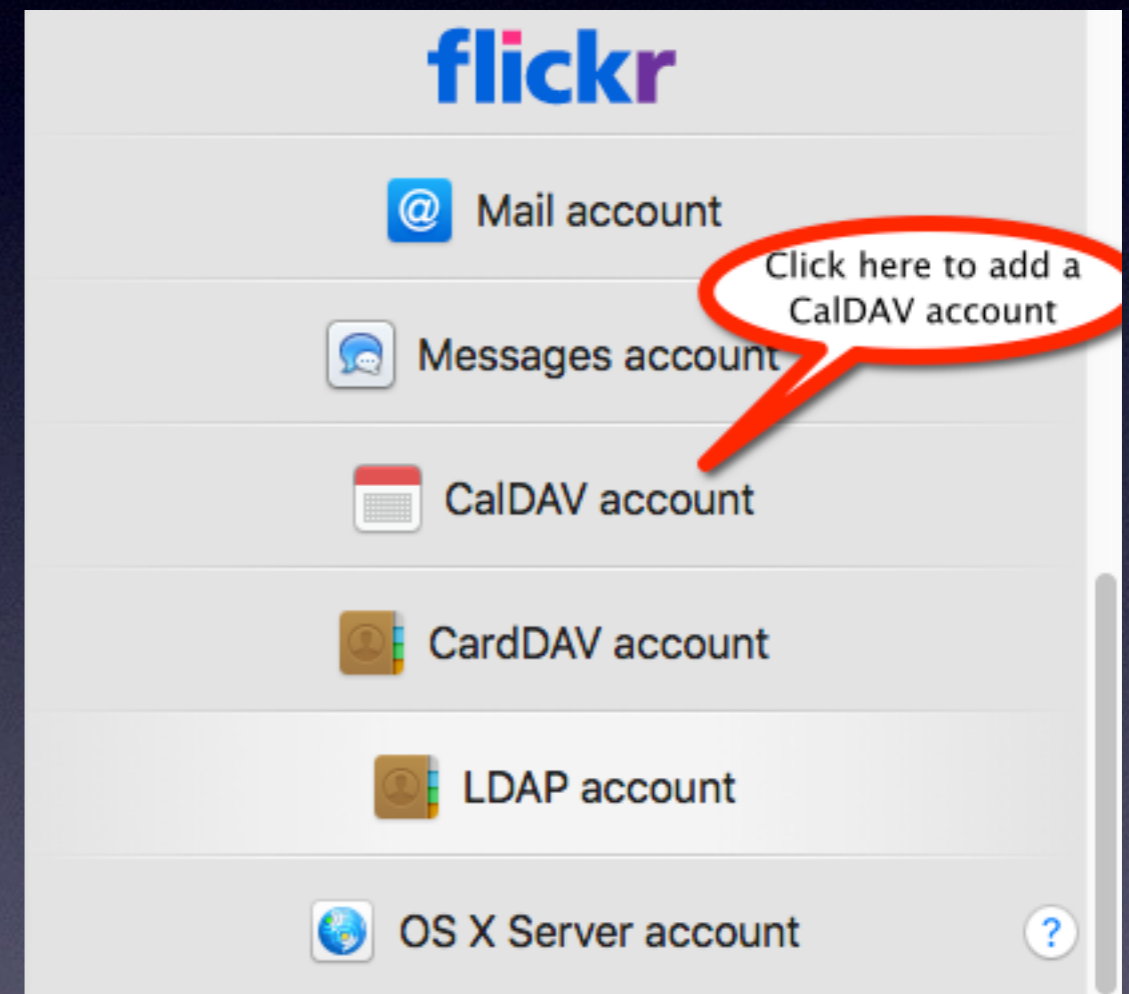
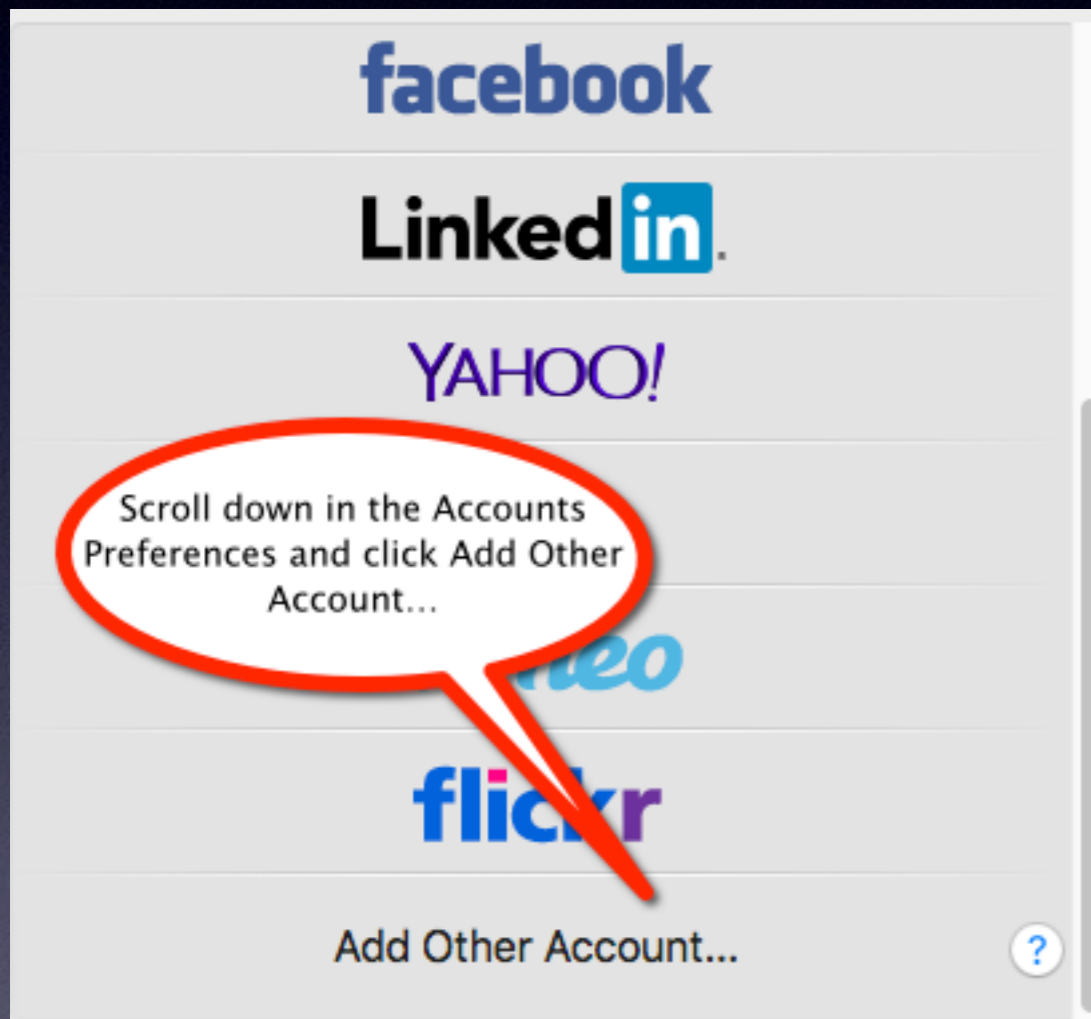
✓ Exchange Servers

- Relatively easy
- Few settings available

✓ IMAP/CalDAV

- More difficult
- Need to work with your provider to get exact addresses

System Preferences



Accounts

- ✓ Set up first in System Preferences → Internet Accounts
- ✓ One-stop shop for, iCloud, Yahoo, Gmail, and Exchange servers
- ✓ Multi-stop shop for IMAP accounts
 - Repeat set up for mail, calendars, and contacts
 - Calendars also include to-do lists

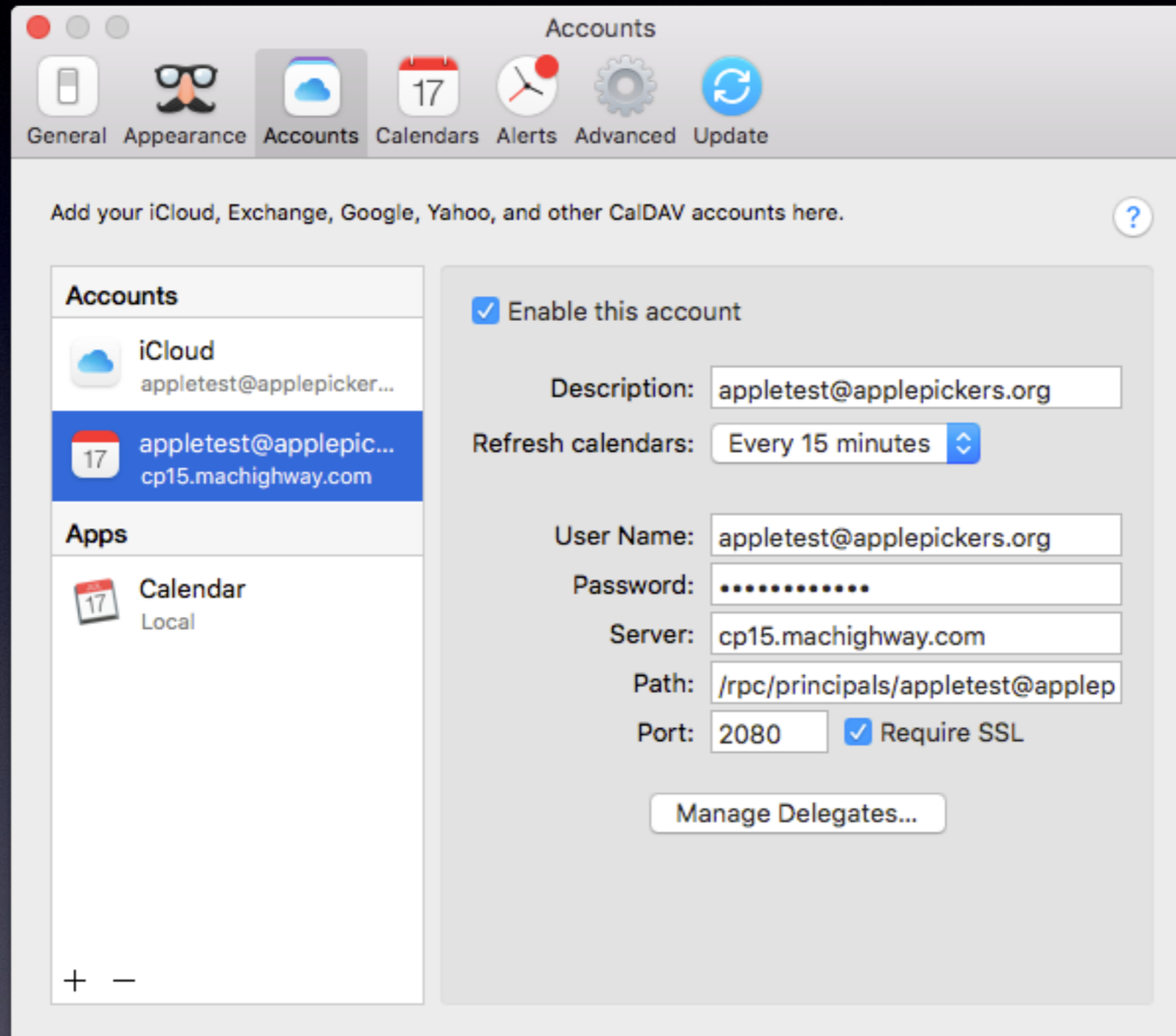
Common Features

- ✓ Multiple calendars from different sources
- ✓ Views by Day, Week, Month, Year
- ✓ Assignable colors
- ✓ Set-able Alarms
- ✓ Subscriptions, sharing and delegation
- ✓ Birthdays and Anniversaries
- ✓ Play well with Apple Mail
- ✓ iOS Counterparts

Applications

	<u>Calendar</u> (iCal)	<u>BusyCal</u>	<u>Fantastical</u>
			
Menubar	No	No	Yes
Respond to invite	iCloud only	Yes	Yes
Flexible features	+	++	+++
Available times	No	Can Ask	Coming
Price	Free	\$49.99	\$49.99 -20% MUG discount
Day Graphics	No	Yes, plus weather	No
Data Entry	key into fields	key into fields	natural language

Set-Up Detail



⊕
April 2016

SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

WEDNESDAY 4/13/16
 ● ApplePickers General Meeting 6:30 - 8:45 PM
 Fishers Public Library – West Room (Rm180)

● **Calendar on the Mac at Applepickers General Meeting** 7:00 - 8:30 PM
 Fishers Library

FRIDAY 4/15/16
 Tax Day all-day

FRIDAY 4/22/16
 Earth Day all-day

SUNDAY 5/8/16
 Mother's Day all-day

All Calendars ▾

< Today >
 Day
Week
Month
Year
Q Search

SUN	MON	TUE	WED	THU	FRI	SAT
27 Easter	28	29	30	31	Apr 1 April Fools Day	2
3	4	5	6	7	8	9
10	11	12	13 ● ApplePickers... ● Calendar on the Mac at Applepickers General Meeting	14	15 Tax Day	16
17	18	19	20	21	22 Earth Day	23
24	25	26	27	28	29	30
May 1	2	3	4	5	6	7

20 days remaining - Buy now!

Further Info

✓ Take Control Book

✓ Any member of ApplePickers can get a free account

- Full account with calendar, email, reminders, contacts
- Forwarding account

✓ Resource Site

✓ Comcast IMAP