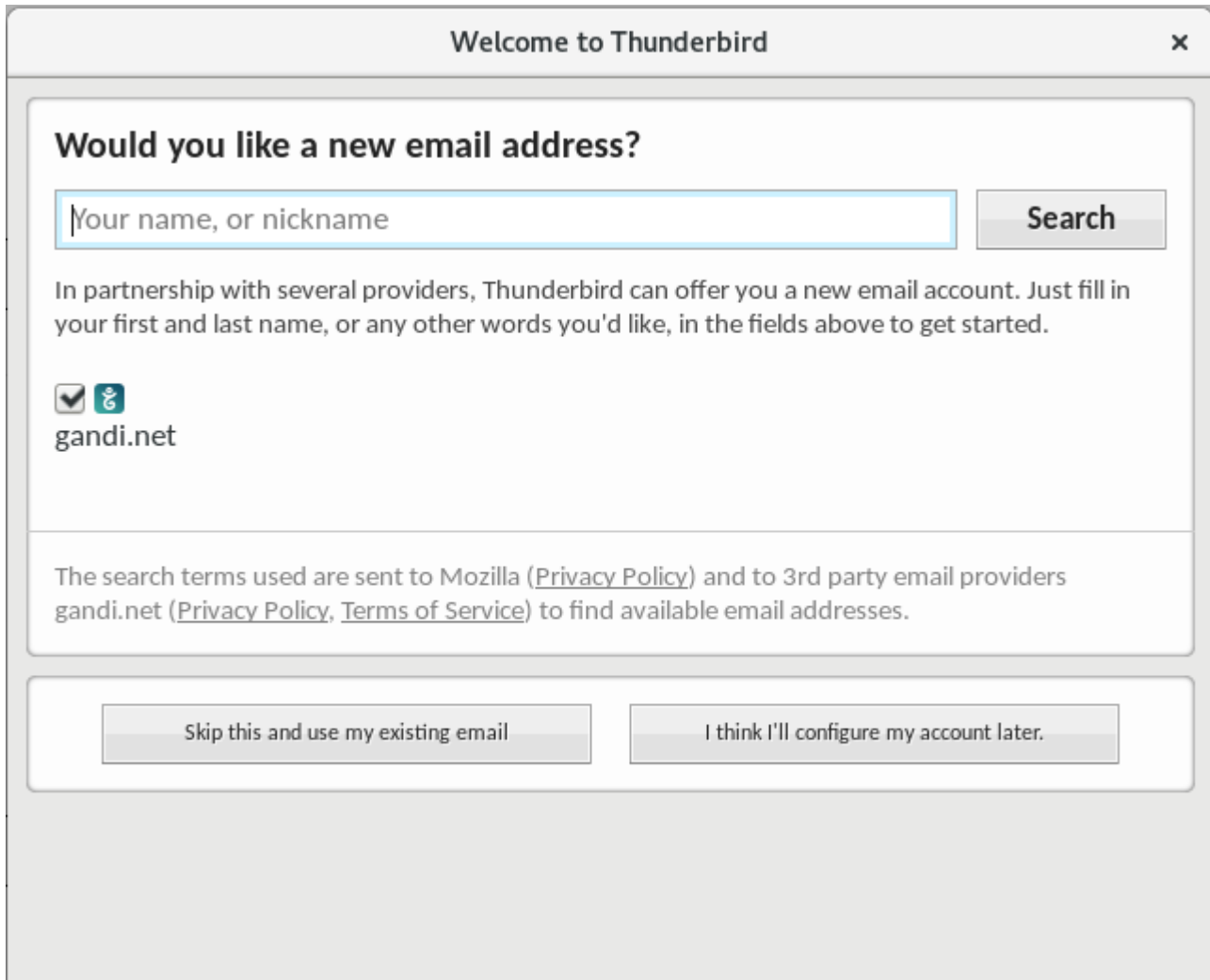


Thunderbird Setup

Mail

Add a new account



Click on *Skip this and use my existing email*

Mail Account Setup [X]

Your name: Your name, as shown to others

Email address:

Password:

Remember password

Fill in these spaces:

Description	What to fill in	Notes
Your Name	First and last name, e.g. John Doe	use ue instead of ü etc.
Email address	Your official University Email address, eg. John.Doe@uibk.ac.at	can be taken from your "Benutzerbewilligung"
Password	can be taken from your "Benutzerbewilligung"	

Press *continue*TM

Thunderbird is trying to find the right settings but it will not find them, so immediately click *manual config*

Mail Account Setup ✕

Your name: Your name, as shown to others

Email address:

Password:

Remember password

	Server hostname	Port	SSL	Authentication
Incoming:	<input type="text" value="138.232.65.244"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="IMAP"/>	<input type="text" value="1143"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="IMAP"/>	<input type="text" value="SSL/TLS"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="SSL/TLS"/>	<input type="text" value="Normal password"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="Normal password"/>
Outgoing:	<input type="text" value="138.232.65.244"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="SMTP"/>	<input type="text" value="1025"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="SMTP"/>	<input type="text" value="SSL/TLS"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="SSL/TLS"/>	<input type="text" value="Normal password"/> <input style="border: none; background-color: #ccc; padding: 2px 5px; vertical-align: middle;" type="button" value="Normal password"/>

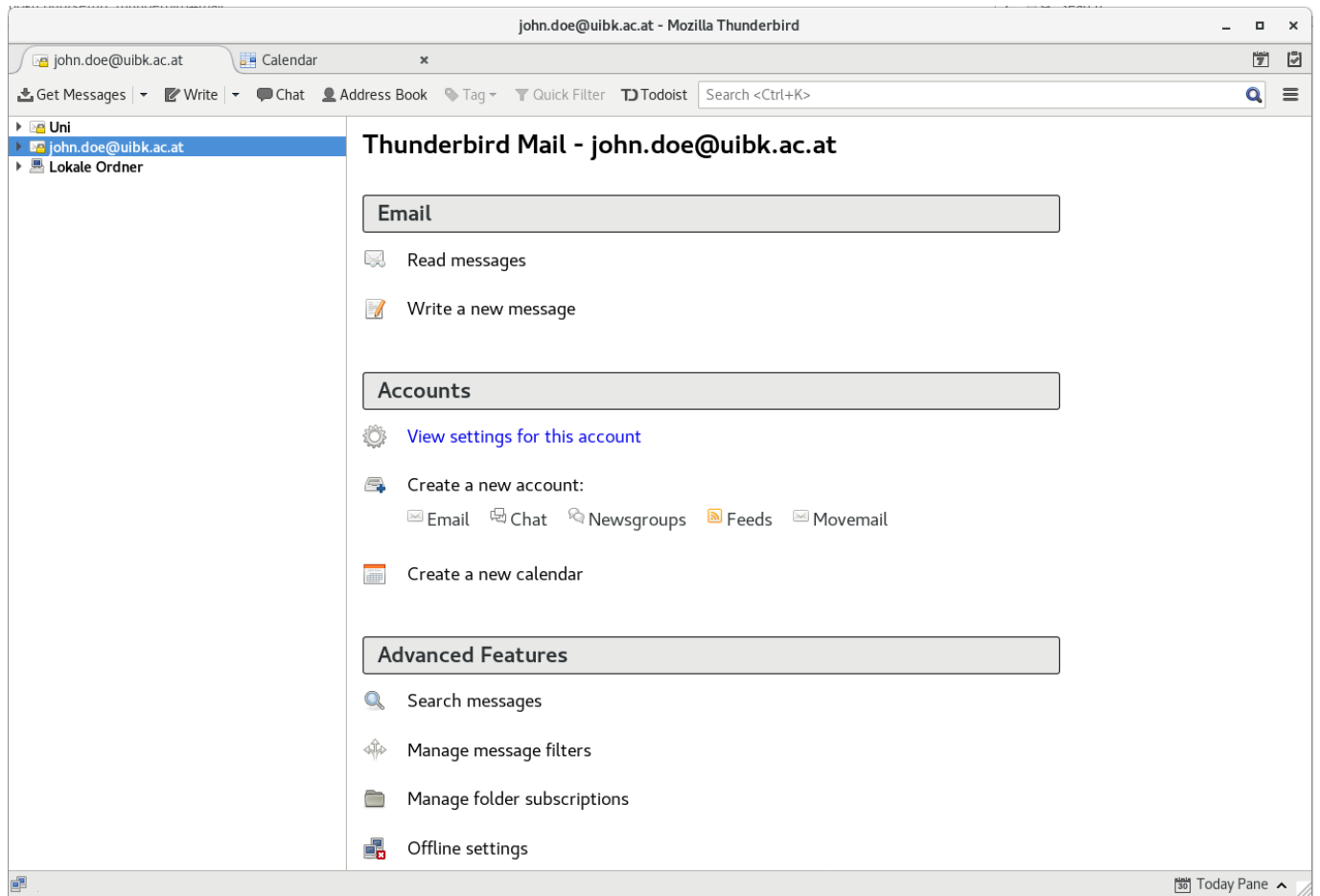
Username: Incoming: Outgoing:

Once again fill these spaces:

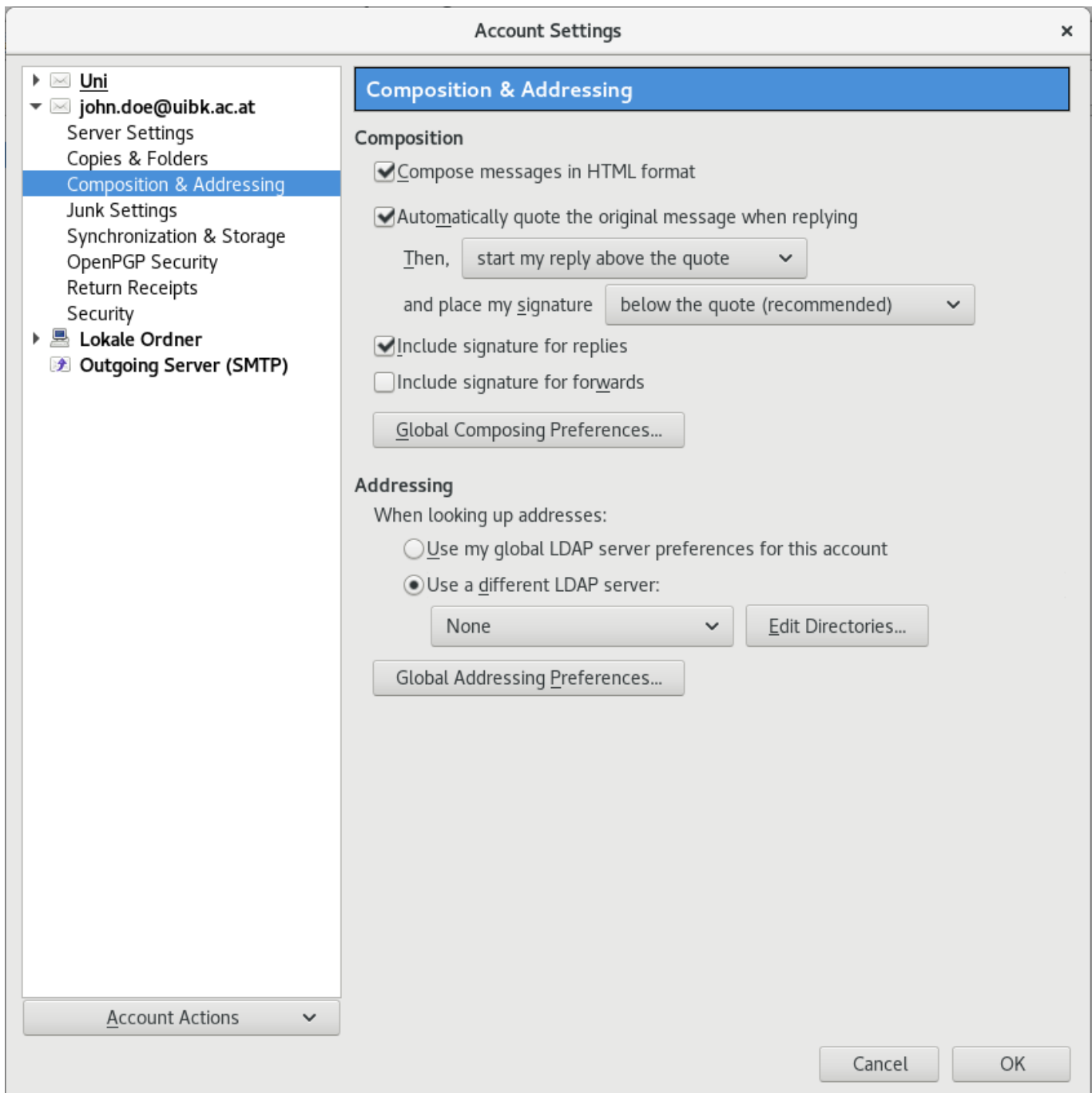
Description	What to fill in	Notes
Username	Your c number	can be taken from your "Benutzerbewilligung"
Server hostname	138.232.65.244	incoming and outgoing are identical
Port (IMAP)	1143	
Port (SMTP)	1025	
SSL	SSL/TLS	
Authentication	Normal password	

Double check your entered infos, and click *Done* TM Your Mail Address is now configured.

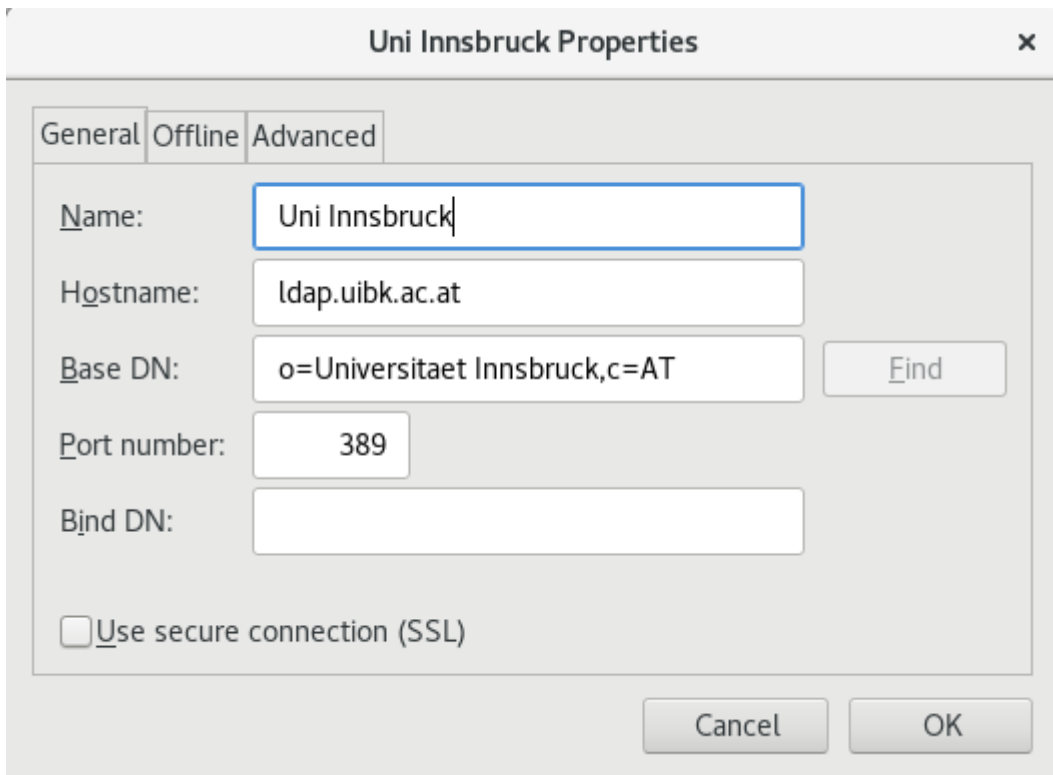
LDAP



Click on *View settings for this account*



Under *Composition & Addressing* click *Edit Directories...*



Fill the spaces:

Description	What to fill in	Notes
Name	Uni Innsbruck	
Hostname	ldap.uibk.ac.at	
Base DN	o=Universitaet Innsbruck,c=AT	
Port Number	389	

Email Signatur

To Add Text in your Signatur follow steps: eitere die Anleitung und erkläre wie ma 1- open your Thunderbird Prgramm.

2- In navigation navbar click to **Edit** → **Accounts Settings** → **Signatur Text Input TM Example Signatur:**

Reply-to Address: Recipients will reply to this other address

Organization:

Signature text: Use HTML (e.g., bold)

University of Innsbruck
Institute/Organisational Structure

Title First name Lastname
Field of activity (e.g. Secretary)

Street address, Room no. xxx, 6020 Innsbruck, Austria

mobile +43 676 8725 xxxxx
phone +43 512 507-xxxxx
fax +43 512 507-xxxxx
e-mail firstname.lastname@uibk.ac.at

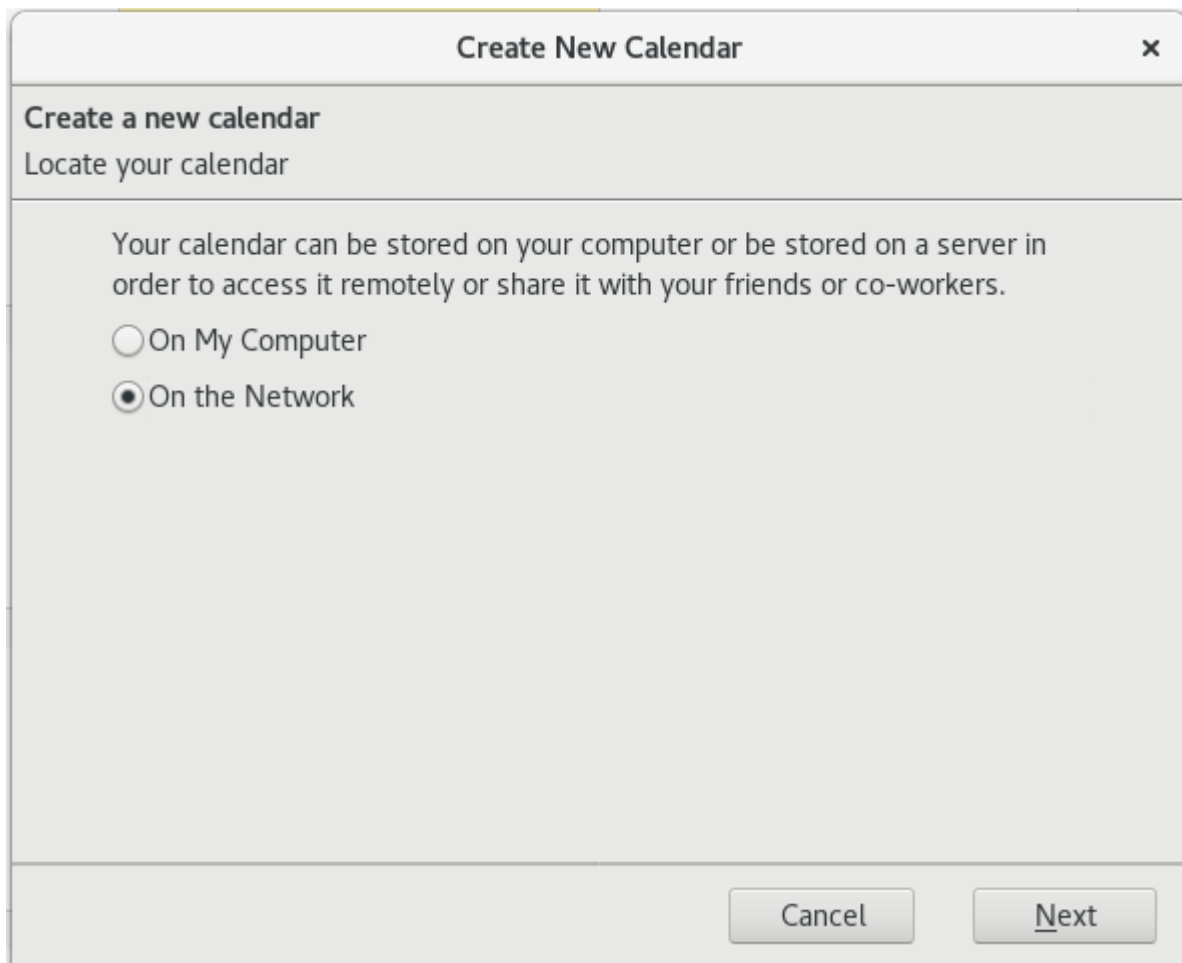
Attach the signature from a file instead (text, HTML, or image):

Attach my vCard to messages

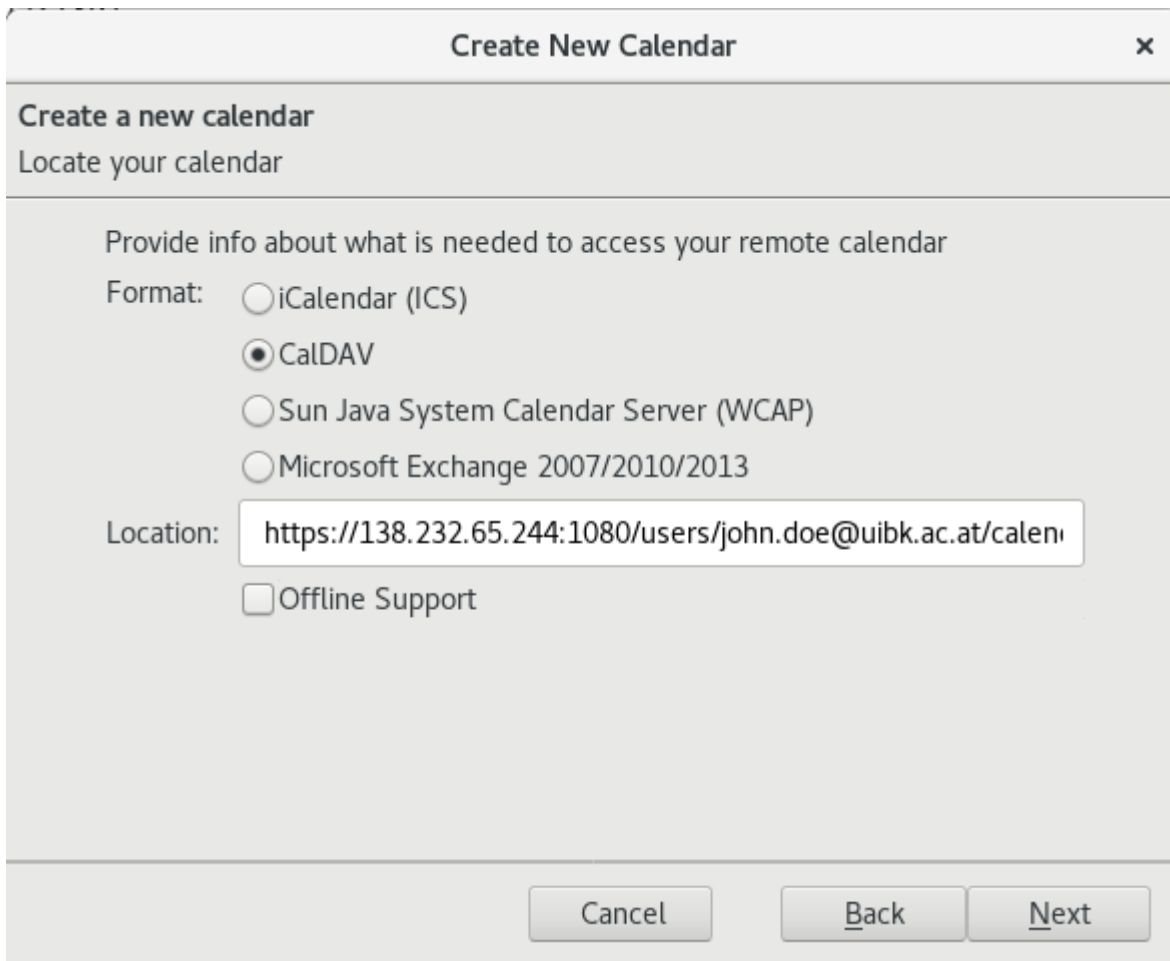
Choose... Edit Card...

Calendar

Switch to the Calendar tab, right-click below the calendars on the left and select *New Calendar...*



TM



Fill the spaces:

Description	What to fill in	Notes
Format	CalDAV	
Location	https://138.232.65.244:1080/users/first.last@uibk.ac.at/calendar/NameOfYourCalendar/	Make sure the calendar you're trying to add already exists, if not create one via the exchange webclient

Create New Calendar [X]

Create a new calendar
Customize your calendar

You can give your calendar a nickname and colorize the events from this calendar.

Name:

Color:

Show Reminders:

E-Mail:

[Cancel] [Back] [Next]

Description	What to fill in	Notes
Name	Whatever you want to name your calendar	
Email	Which Email you want to link to this calendar	

Now click *Next* and finish the calendar setup.

S/MIME

Creating your Certificate

Visit the [DigiCert SSO Portal](#) and choose the University of Innsbruck

IDP Selection

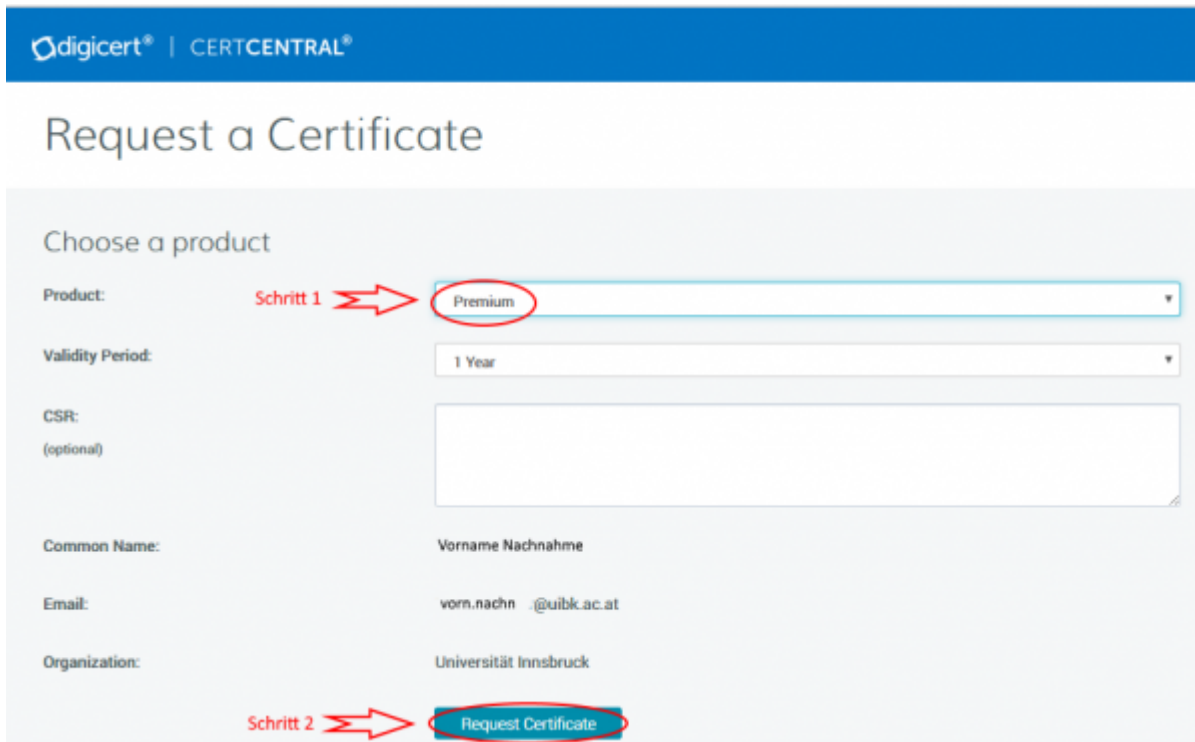
Please enter the Identity Provider to authenticate with:

University of Innsbruck


Next, login with your c-number



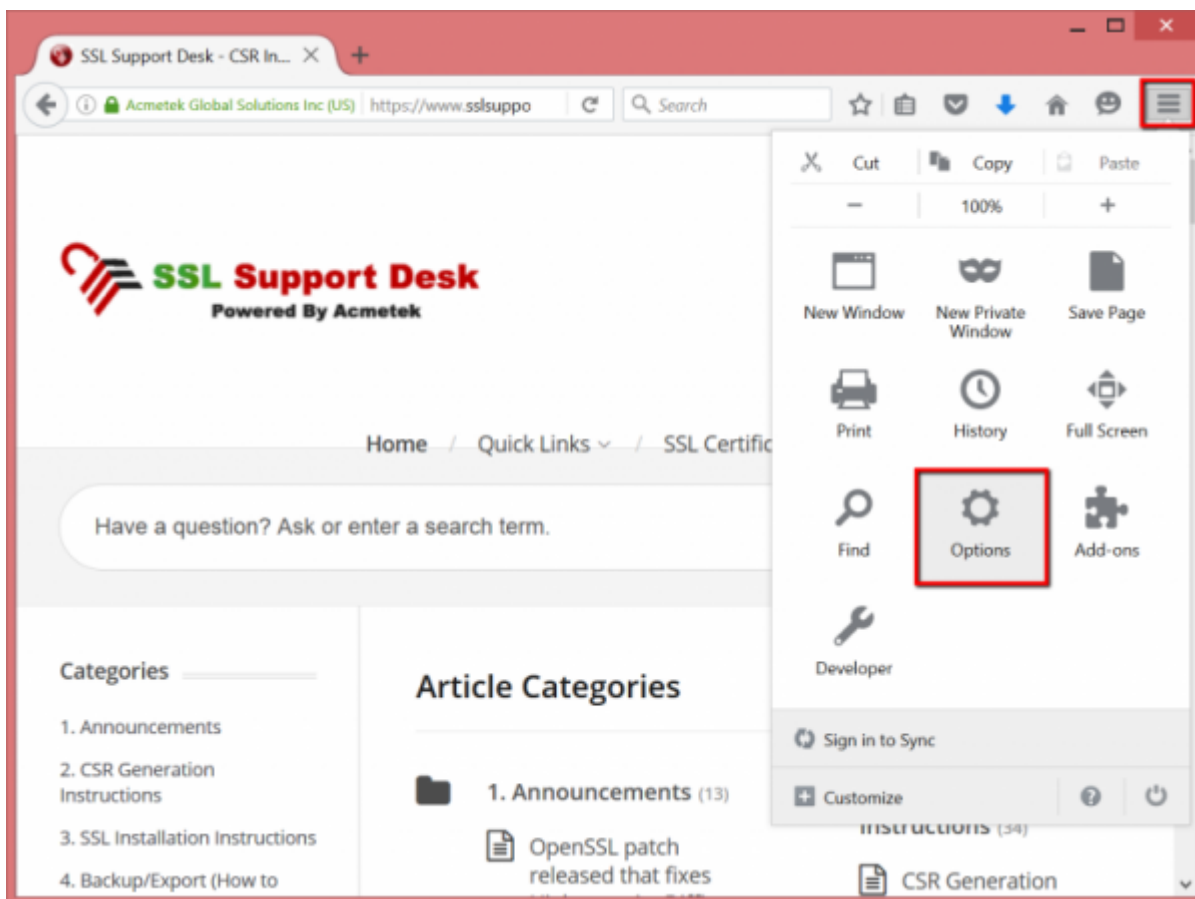
After that select **Premium** as Product, a Validity Period (1-3 Years) and click "Request Certificate" TM



Exporting the Certificate (Firefox)

In the upper right of your Firefox browser click 

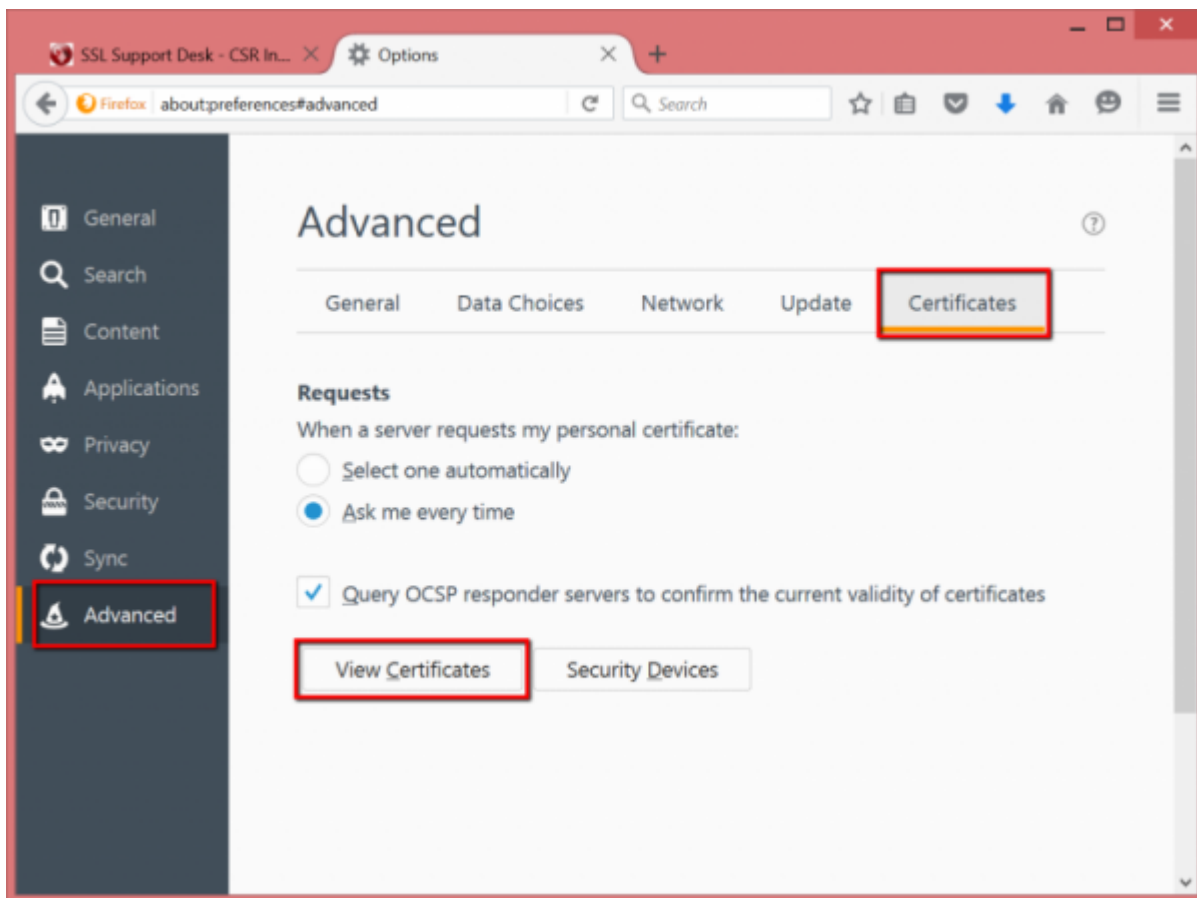
Click **Options**



TM On the

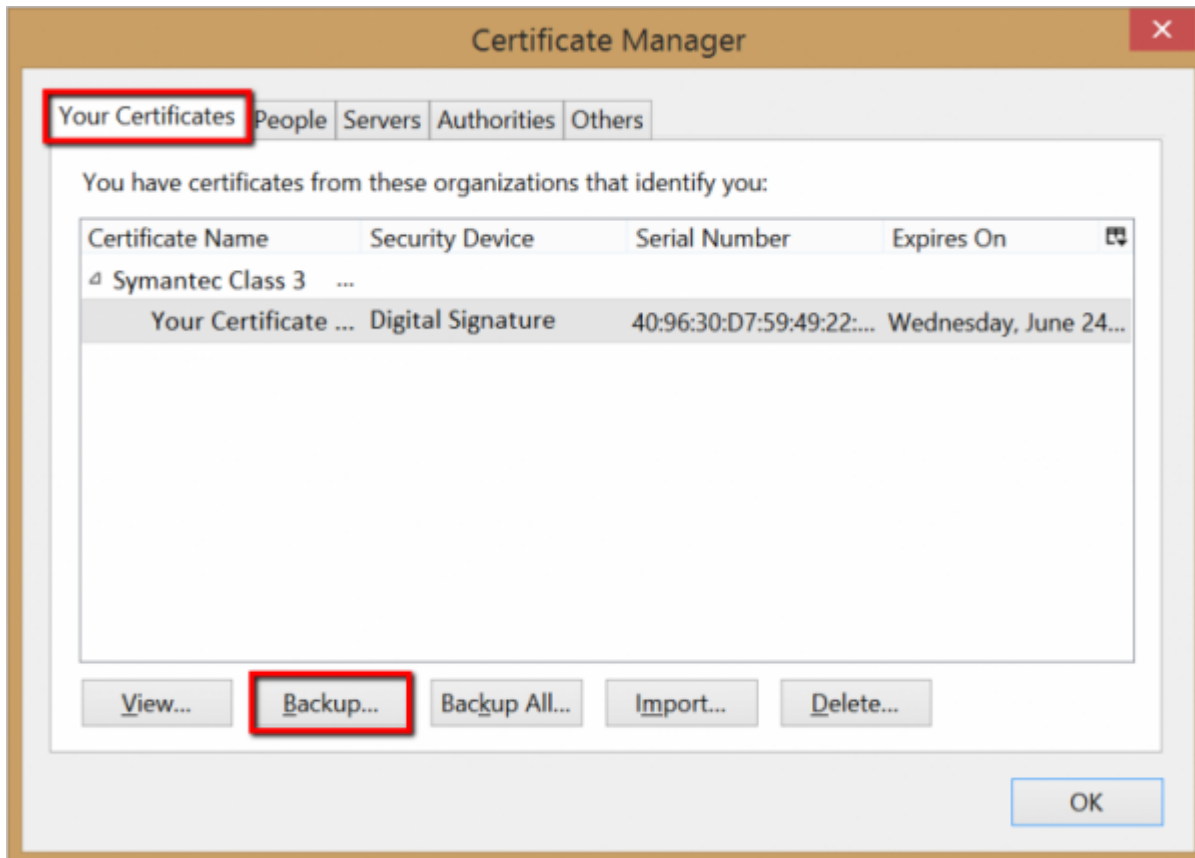
left panel click **Advanced**

Under Advanced click **Certificates > View Certificates**

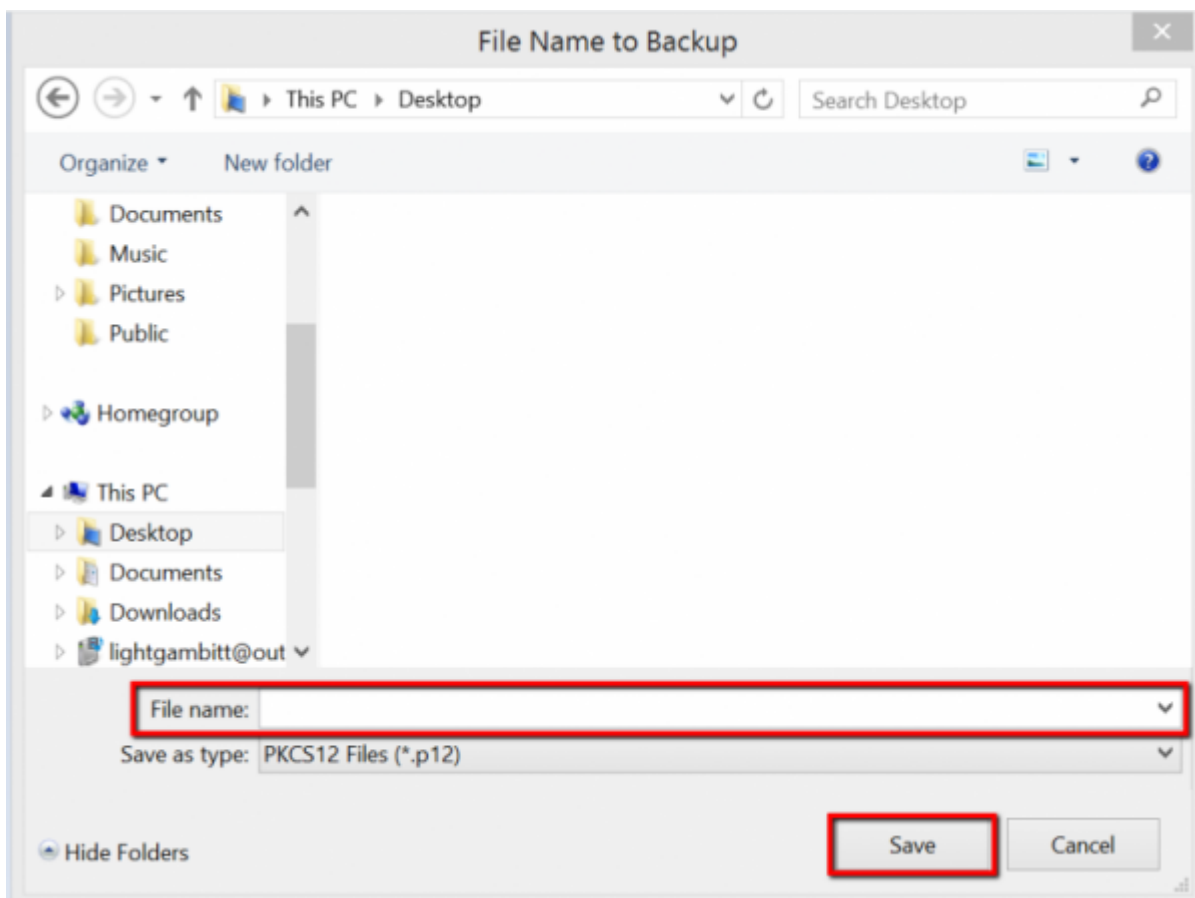


In the Certificate Manager click the **Your Certificates** tab

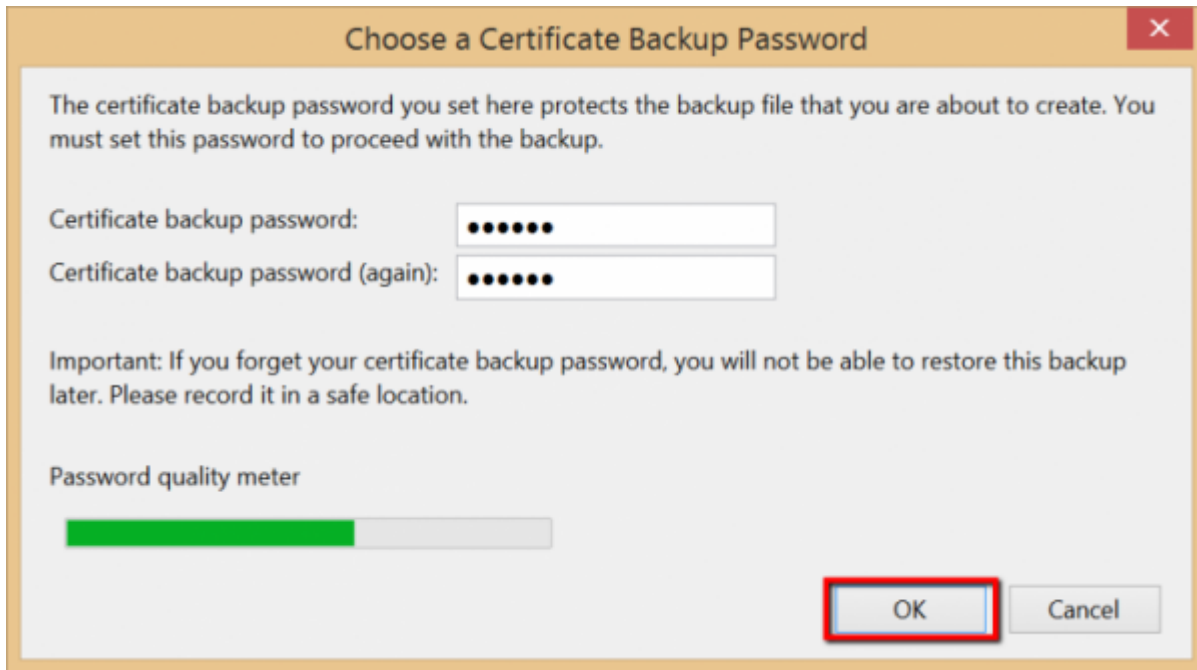
Select the Certificate you want to export and click **backup**



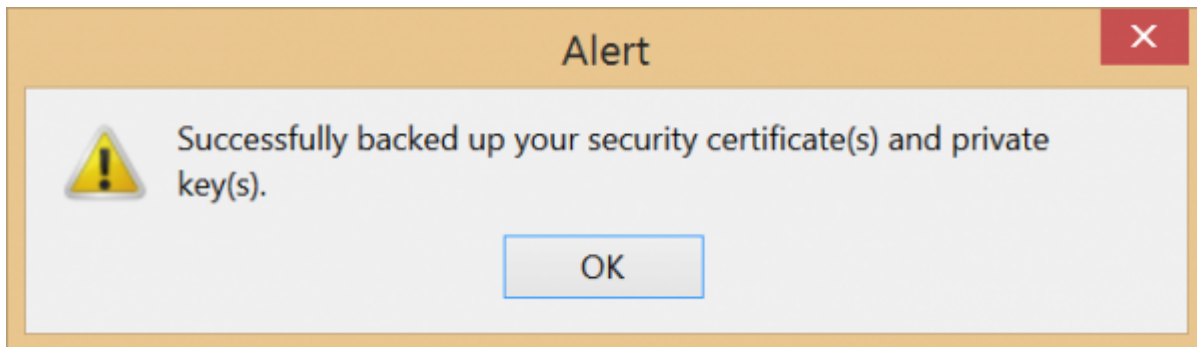
In the **File Name to Backup** window specify the location and name of your certificate .p12 file backup



In the **Choose a Certificate Backup Password** window specify a password for your certificate

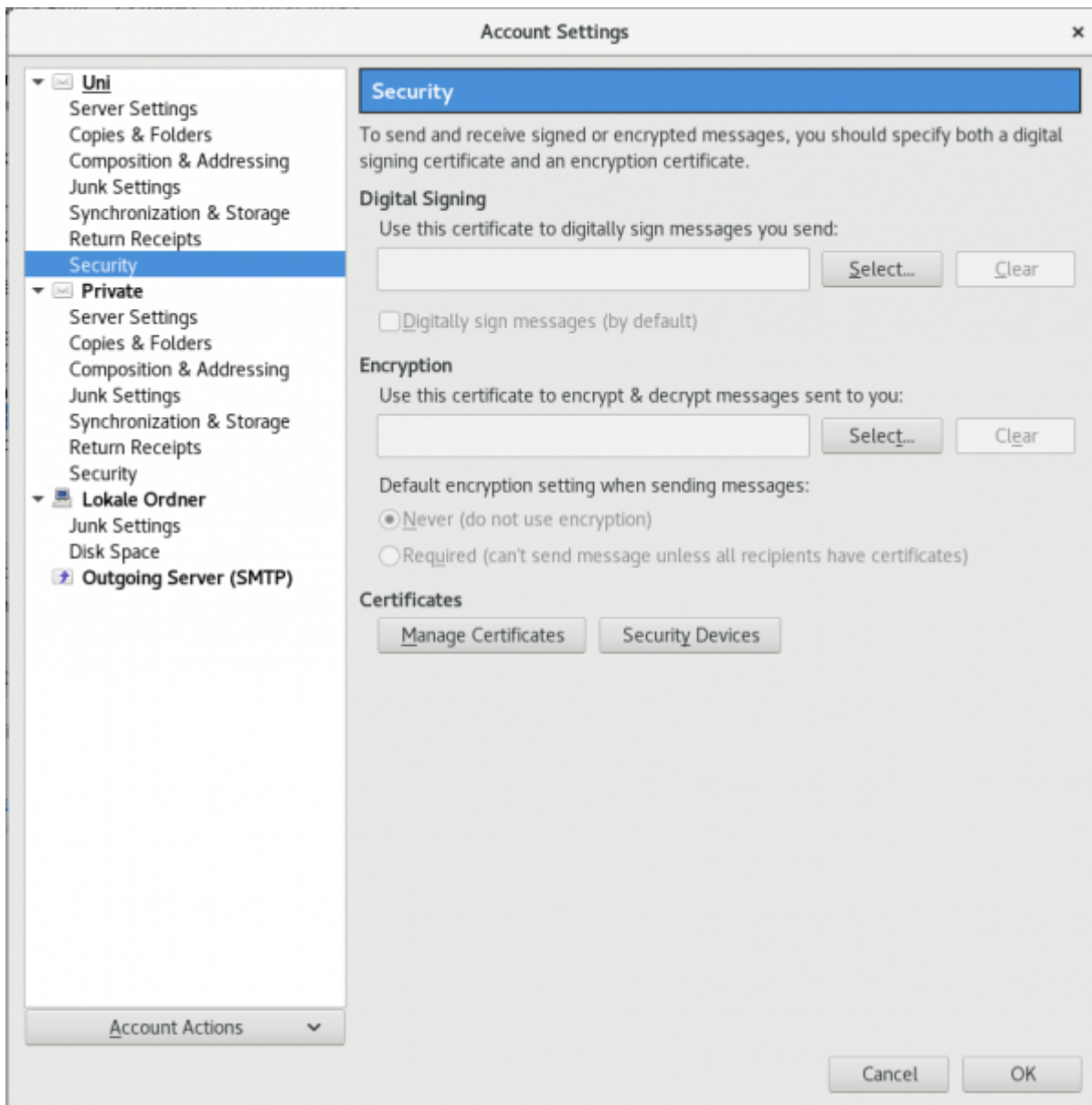


In the **Alert** window click **OK** and you're done

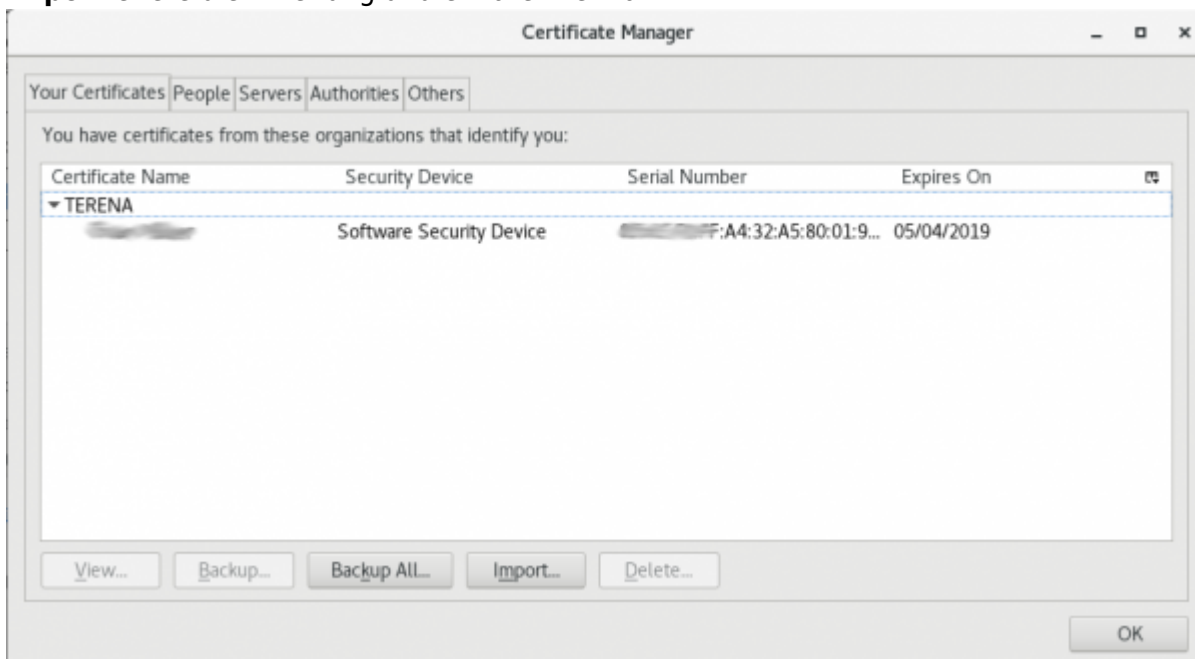


Using your Certificate with Thunderbird

Open the **Account Settings** window in Thunderbird, select **Security** (for your University Account) and click **Manage Certificates**

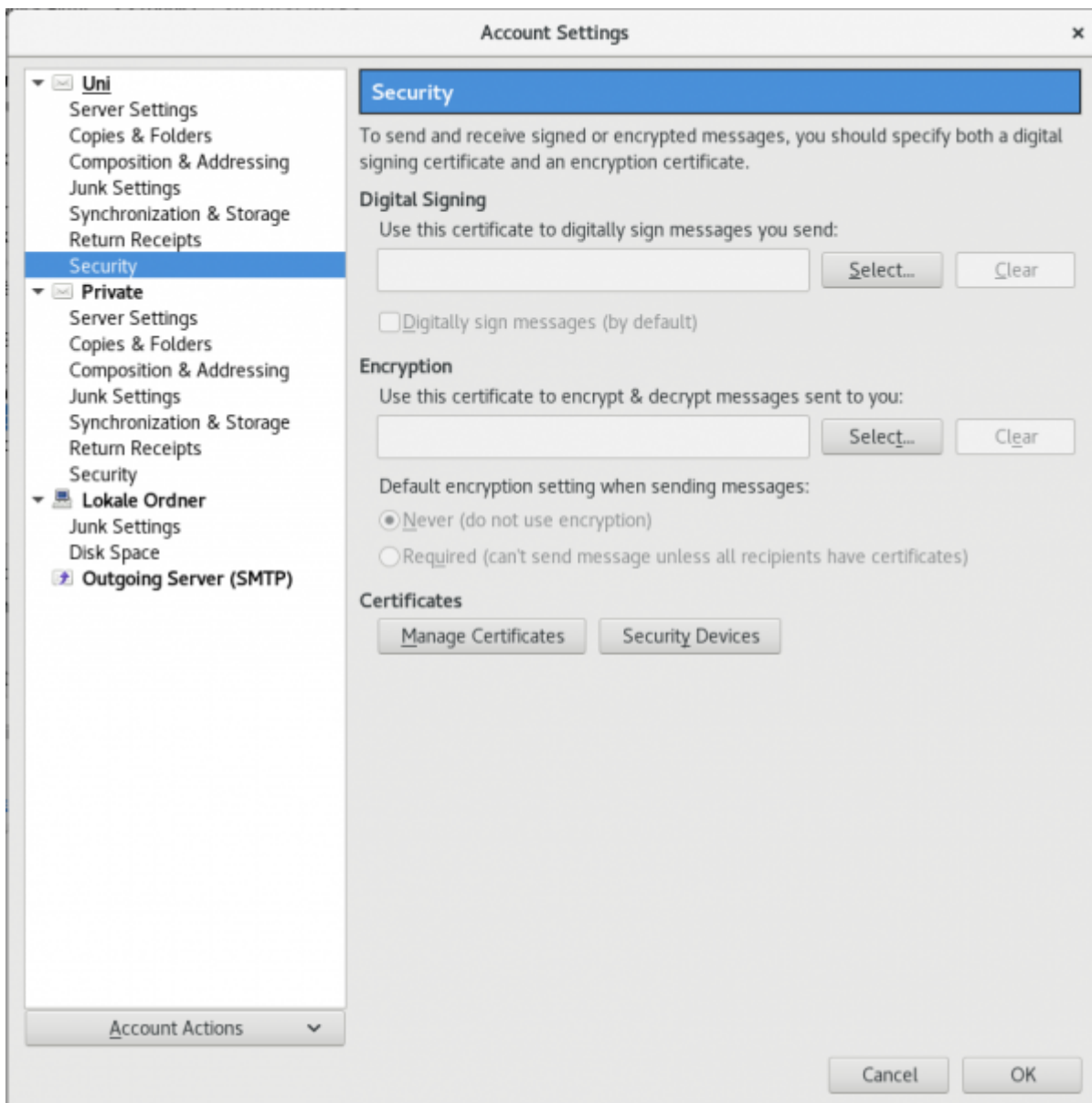


In the **Certificate Manager** window make sure you've selected the "Your Certificates" tab and click **Import** eitere die Anleitung und erkläre wie ma

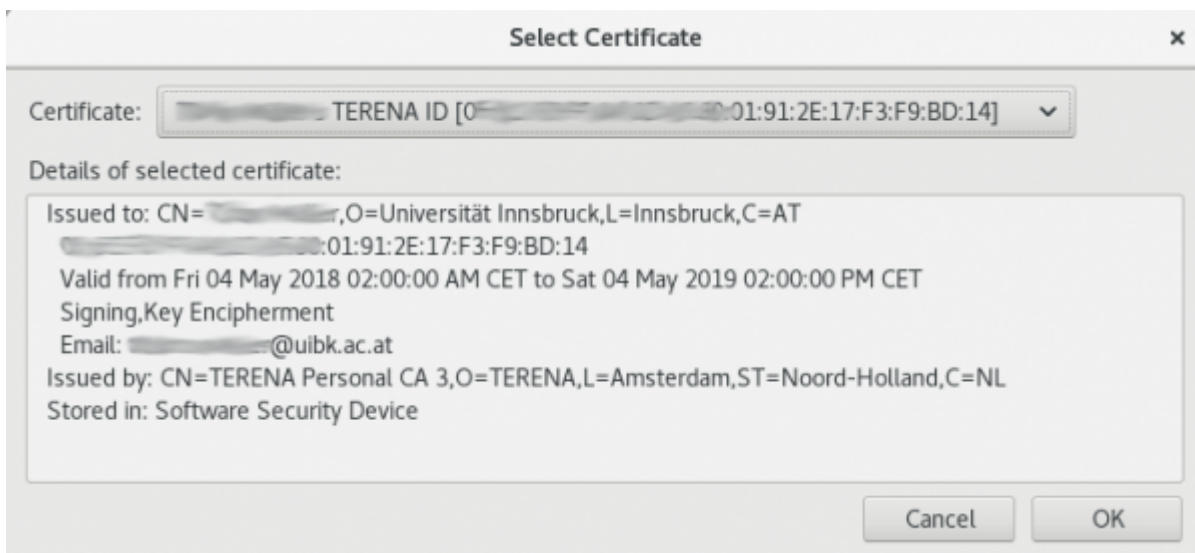


Select your previously exported .p12 file and enter your password

Back in the **Account Settings** window click **Select** next to the Digital Signing box



Select your imported Certificate



You're going to get asked if you want to use the same Certificate for Encryption, select **Yes**

And if you want to back in the **Account Settings** window you can set the check so that every mail gets automatically signed

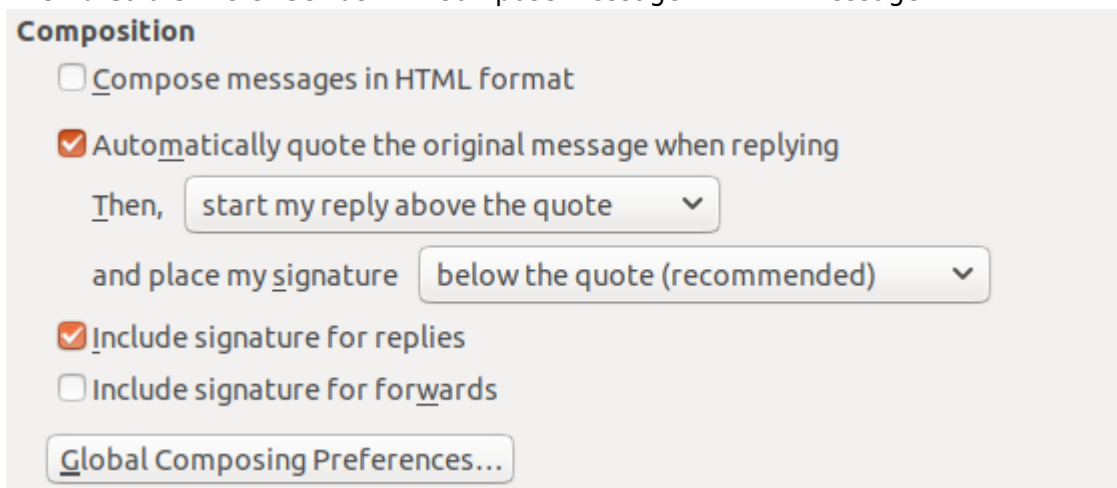
openPGP

We suggest to use the **Enigmail** Thunderbird-Addon.

Plain Text

Open your **Thunderbird** Programm and go to **Edit / Account Settings / Composition&Addressing**.

Then **disable** the **checkbox** TMCompose Message In HTML Message



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