

Thunderbird Setup

Mail

Add a new account


Welcome to Thunderbird

Would you like a new email address?

Your name, or nickname

Search

In partnership with several providers, Thunderbird can offer you a new email account. Just fill in your first and last name, or any other words you'd like, in the fields above to get started.

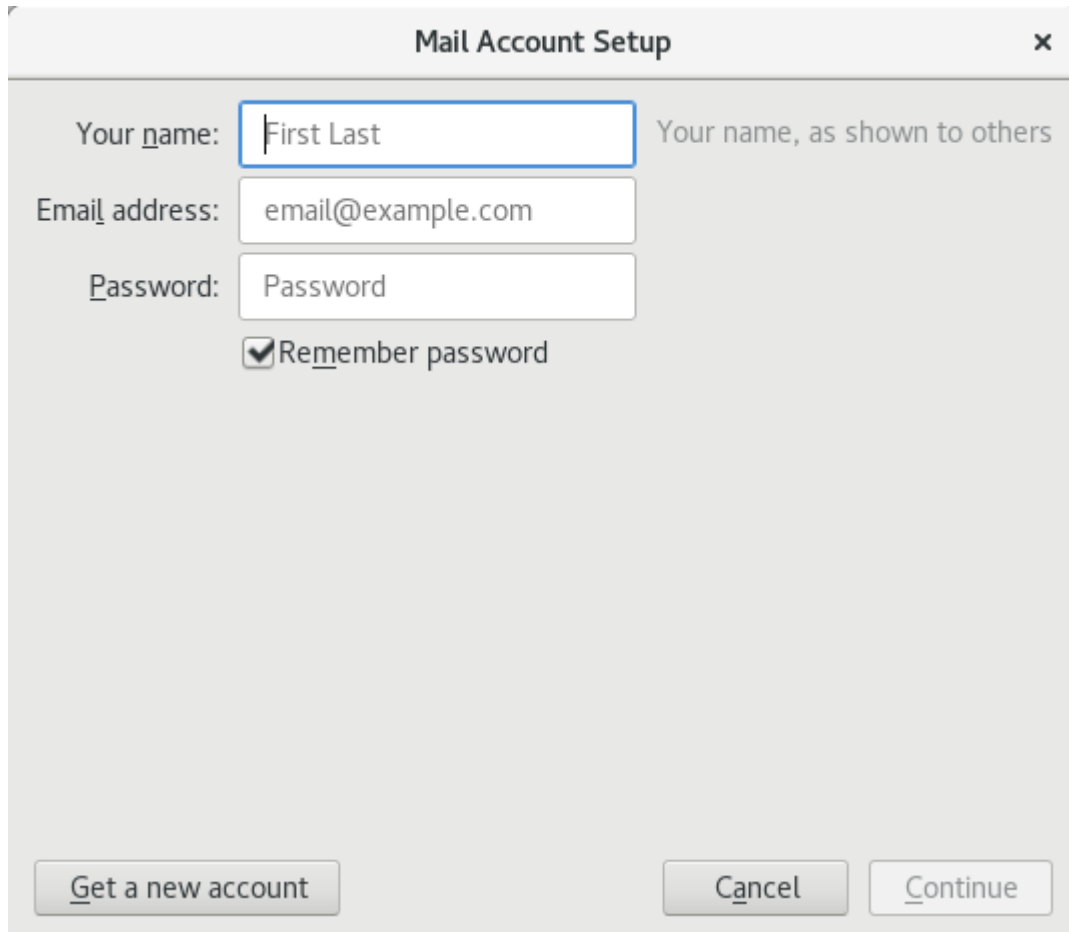
☒  **gandi.net**

The search terms used are sent to Mozilla ([Privacy Policy](#)) and to 3rd party email providers gandi.net ([Privacy Policy](#), [Terms of Service](#)) to find available email addresses.

Skip this and use my existing email

I think I'll configure my account later.

Composition Click on *Skip this and use my existing email*



The image shows a 'Mail Account Setup' dialog box with a close button (X) in the top right corner. It contains three input fields: 'Your name:' with the text 'First Last' and a hint 'Your name, as shown to others'; 'Email address:' with the text 'email@example.com'; and 'Password:' with the text 'Password'. Below the password field is a checked checkbox labeled 'Remember password'. At the bottom, there are three buttons: 'Get a new account', 'Cancel', and 'Continue'.

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*™

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

Mail Account Setup [X]

Your name: Your name, as shown to others

Email address:

Password: ☒ Remember password

Incoming: IMAP ▾ Server hostname: Port: ▾ SSL: SSL/TLS ▾ Authentication: Normal password ▾

Outgoing: SMTP Server hostname: ▾ Port: ▾ SSL: SSL/TLS ▾ Authentication: Normal password ▾

Username: Incoming: Outgoing:

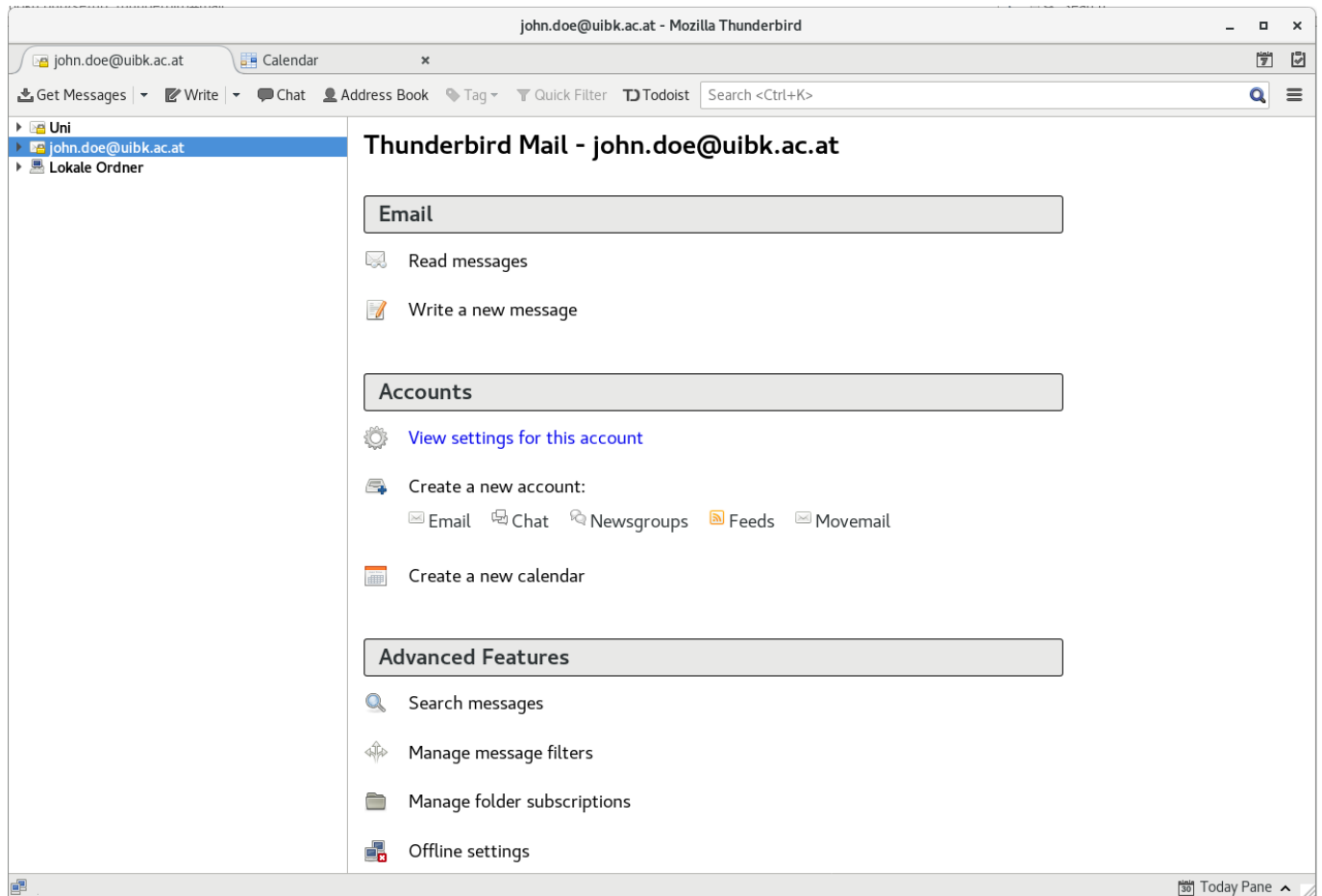
Get a new account Advanced config Cancel Re-test Done

Once again fill these spaces:

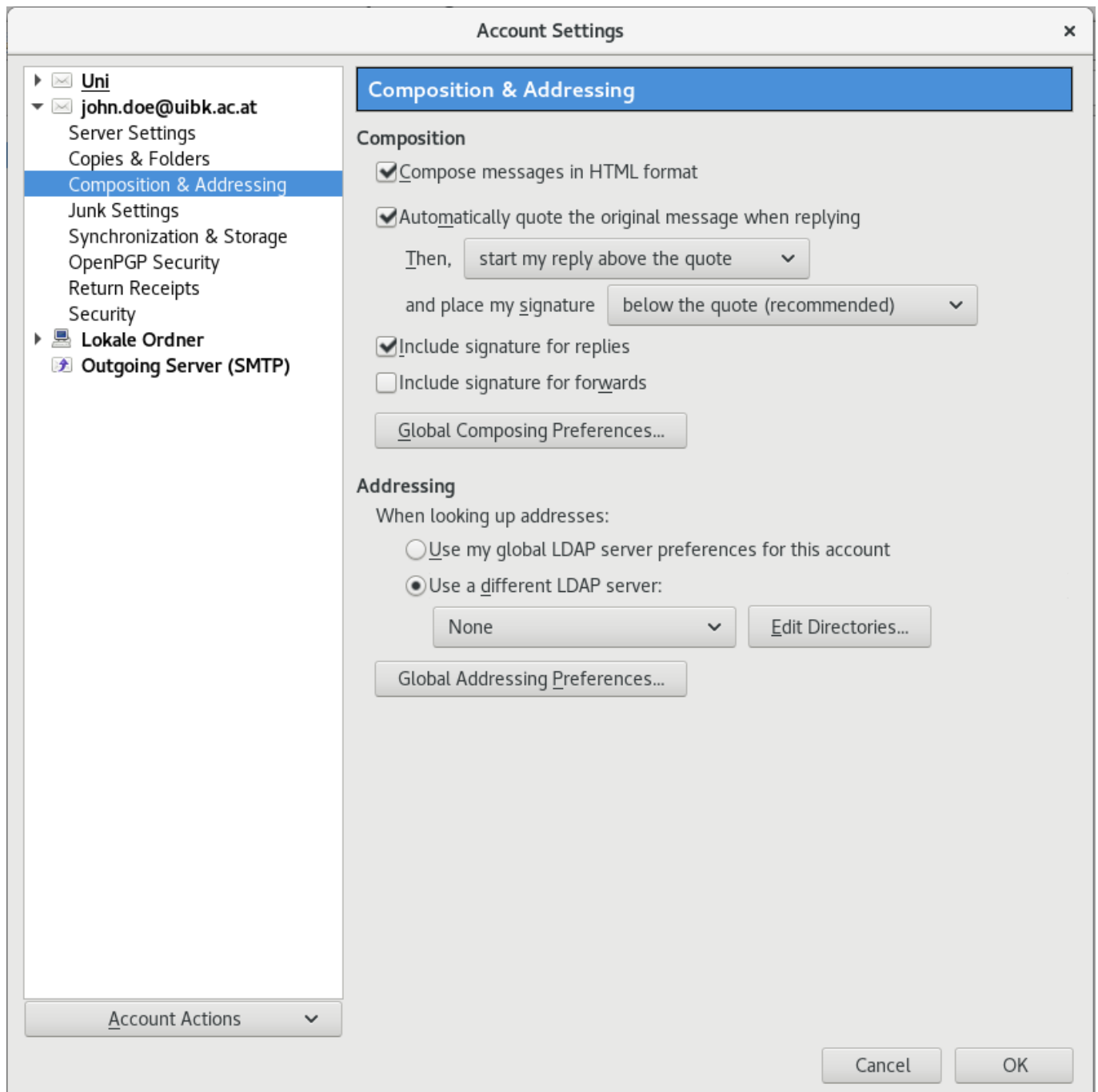
Description	What to fill in	Notes
Username	Your c number	can be taken from your "Benutzerbewilligung"
Server hostname	138.232.65.244	incoming and outgoing are identical
Port (IMAP)	1143	
Port (SMTP)	1025	
SSL	SSL/TLS	
Authentication	Normal password	

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

LDAP



Click on *View settings for this account*



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

Uni Innsbruck Properties

General Offline Advanced

Name: Uni Innsbruck

Hostname: ldap.uibk.ac.at

Base DN: o=Universitaet Innsbruck,c=AT Find

Port number: 389

Bind DN:

☐ Use secure connection (SSL)

Cancel OK

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 Prgoramm.

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...*

Create New Calendar

Create a new calendar

Locate your calendar

Your calendar can be stored on your computer or be stored on a server in order to access it remotely or share it with your friends or co-workers.

☐ On My Computer

☒ On the Network

Cancel Next

TM

Create New Calendar

Create a new calendar

Locate your calendar

Provide info about what is needed to access your remote calendar

Format:

☐ iCalendar (ICS)

☒ CalDAV

☐ Sun Java System Calendar Server (WCAP)

☐ Microsoft Exchange 2007/2010/2013

Location:

https://138.232.65.244:1080/users/john.doe@uibk.ac.at/calend

☐ Offline Support

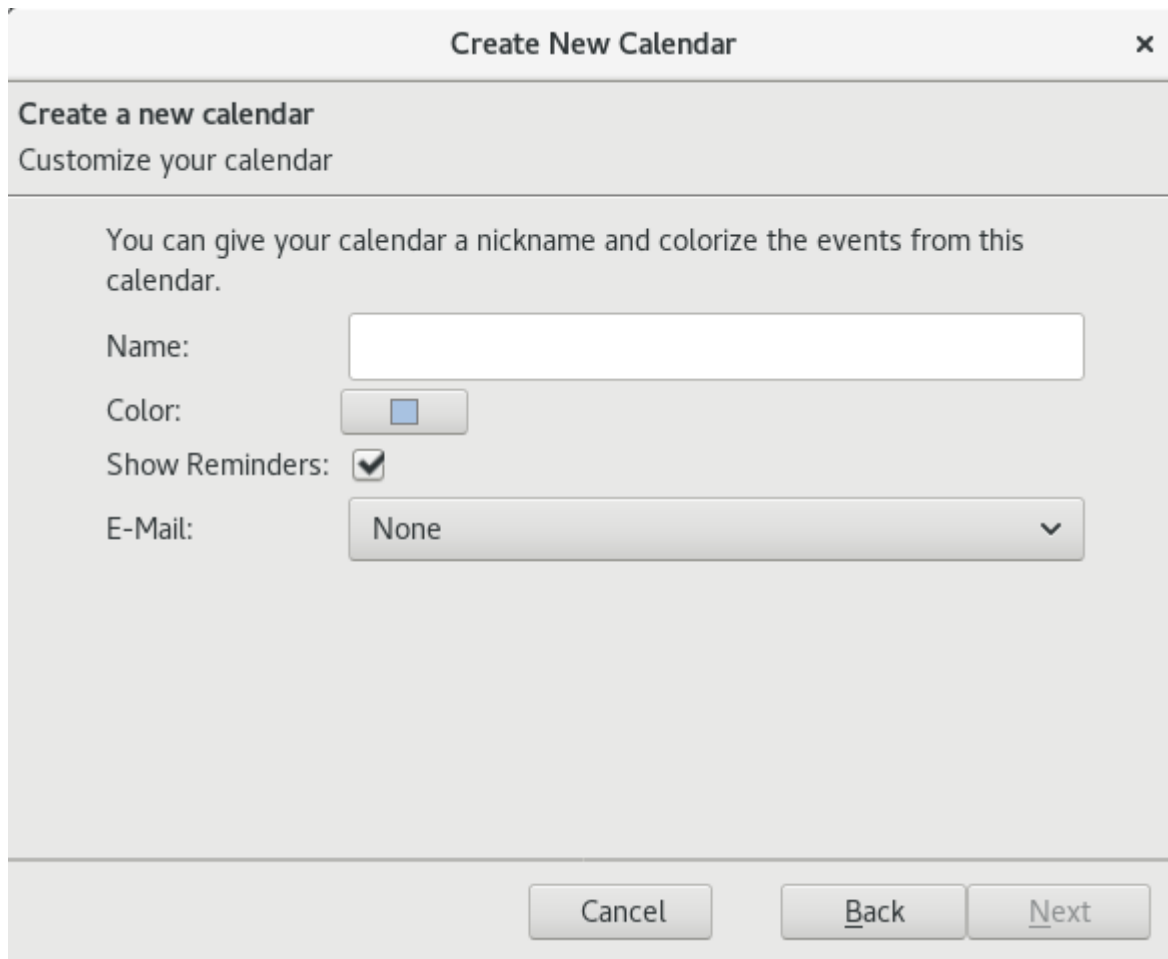
Cancel

Back

Next

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



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 UCompositionniversity of Innsbruck

IDP Selection

Please enter the Identity Provider to authenticate with:

University of Innsbruck

Next, login with your c-number



The image shows the University of Innsbruck's Web Single Sign-On page. At the top, the university's logo is displayed next to the text "universität innsbruck". Below the logo, there are links for "DE" and "EN". The main heading is "Web Single Sign-On", followed by the instruction "Sign in with your University of Innsbruck Account for GÉANT Trusted Certificate Service (TCS)". There are two input fields: the first is labeled "benutzername" and the second is a password field represented by dots. Below the password field are links for "Privacy" and "Need Help?". A large blue "Login" button is centered below the input fields. At the bottom, there are links for "University of Innsbruck", "Privacy", and "Imprint". The background features a large, faint watermark of the university's seal.

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

digicert® | CERTCENTRAL®

Request a Certificate

Choose a product

Product: **Schritt 1** → Premium

Validity Period: 1 Year

CSR: (optional)

Common Name: Vorname Nachname

Email: vorn.nachn@uibk.ac.at

Organization: Universität Innsbruck

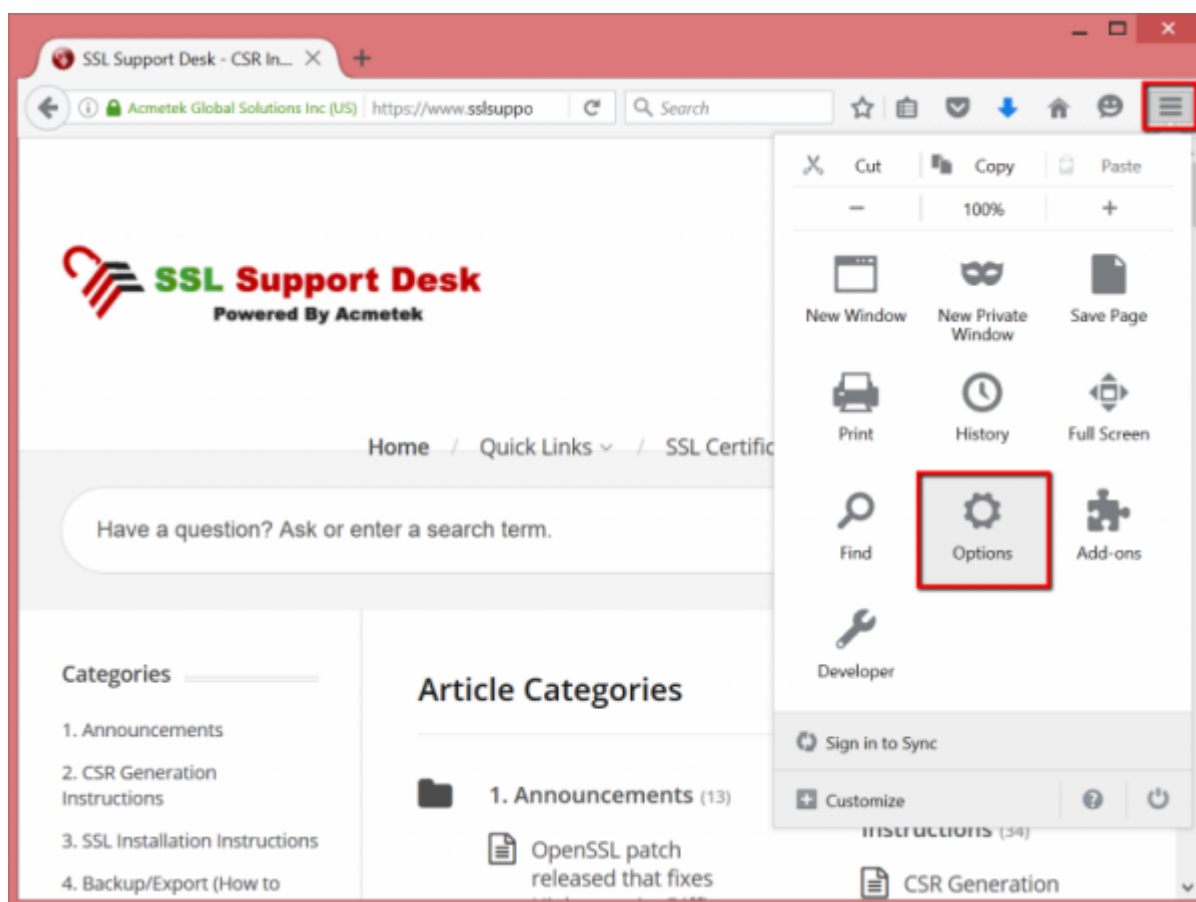
Schritt 2 → Request Certificate

Exporting the Certificate (Firefox)

In the upper right of your Firefox browser click



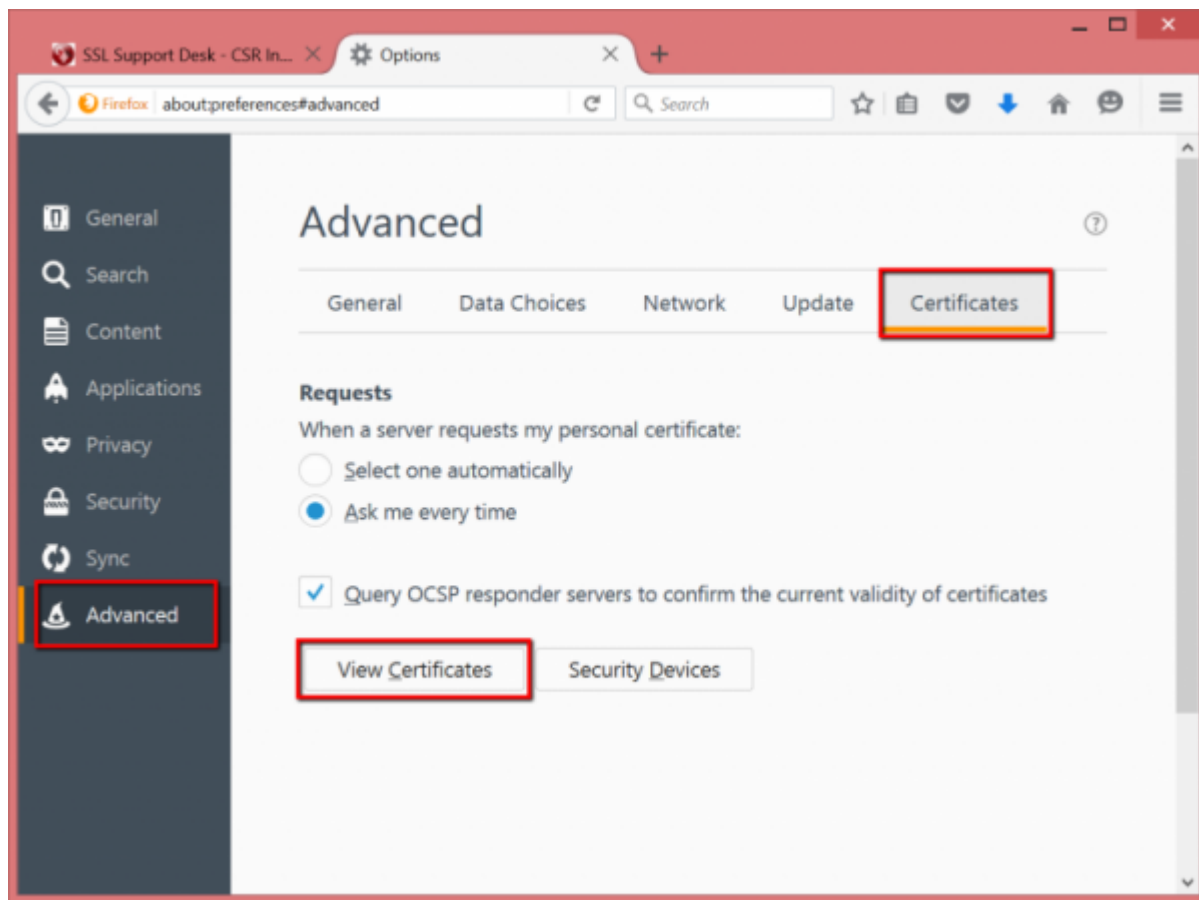
Click **Options**



TM On the

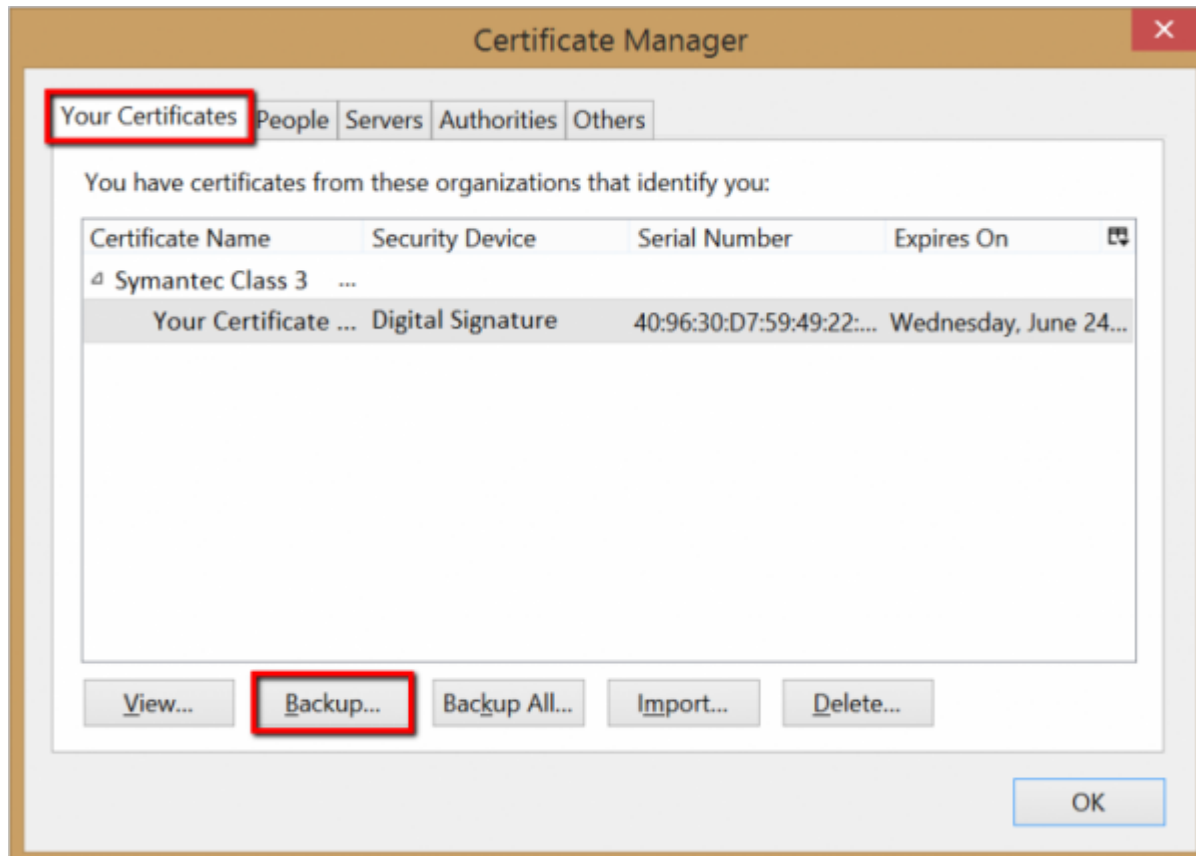
left panel click **Advanced**

Under Advanced click **Certificates** > **View Certificates**

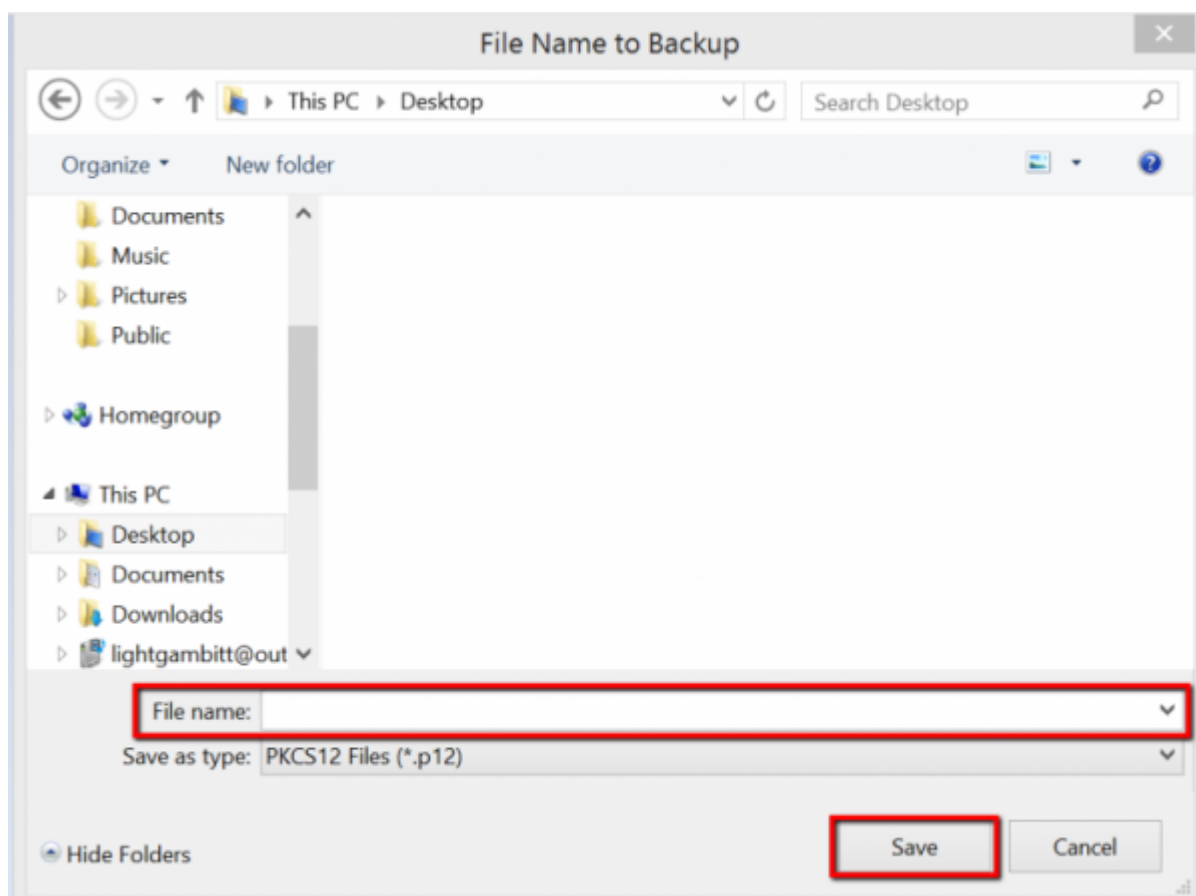


In the Certificate Manager click the **Your Certificates** tab

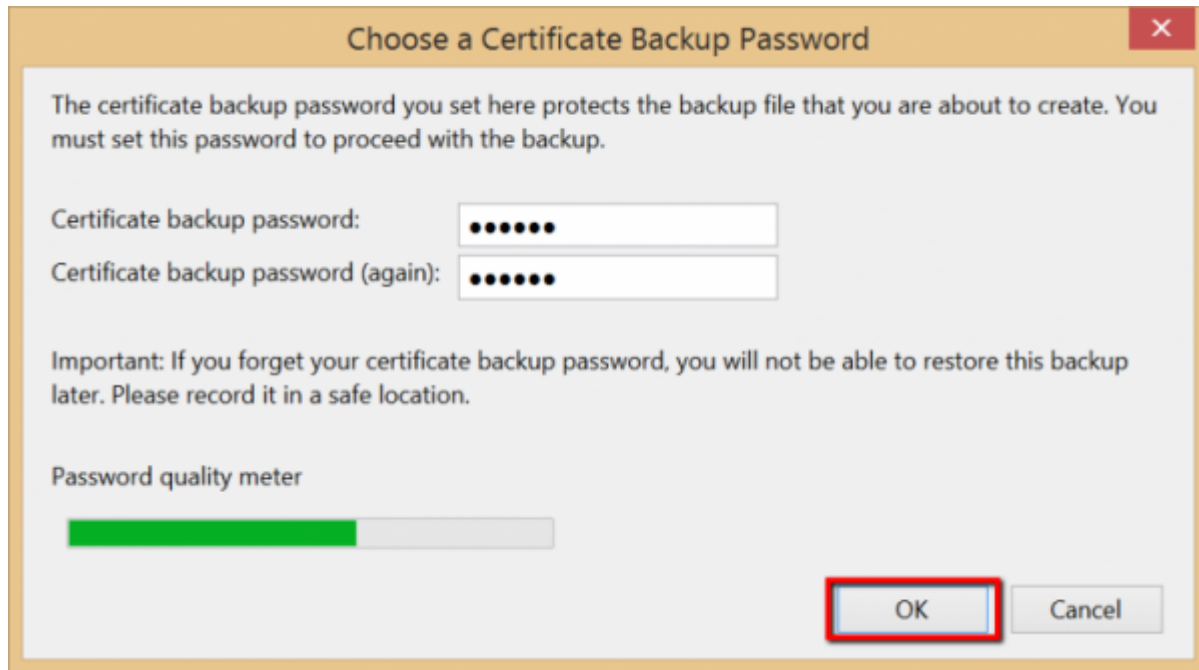
Select the Certificate you want to export and click **backup**



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



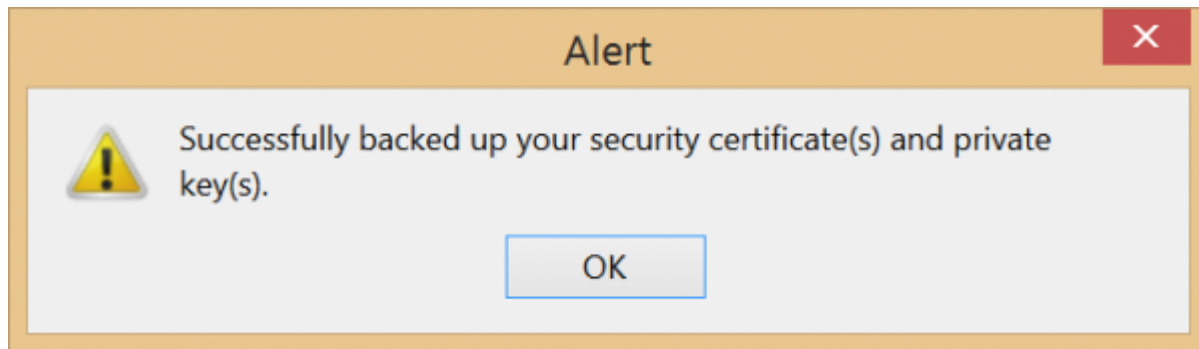
In the **Choose a Certificate Backup Password** window specify a password for your certificate



The screenshot shows a dialog box titled "Choose a Certificate Backup Password". It contains the following elements:

- A title bar with a close button (X).
- Text: "The certificate backup password you set here protects the backup file that you are about to create. You must set this password to proceed with the backup."
- Two password input fields:
 - Label: "Certificate backup password:"
 - Label: "Certificate backup password (again):"
- Text: "Important: If you forget your certificate backup password, you will not be able to restore this backup later. Please record it in a safe location."
- A "Password quality meter" with a green progress bar.
- Two buttons at the bottom right: "OK" (highlighted with a red rectangle) and "Cancel".

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

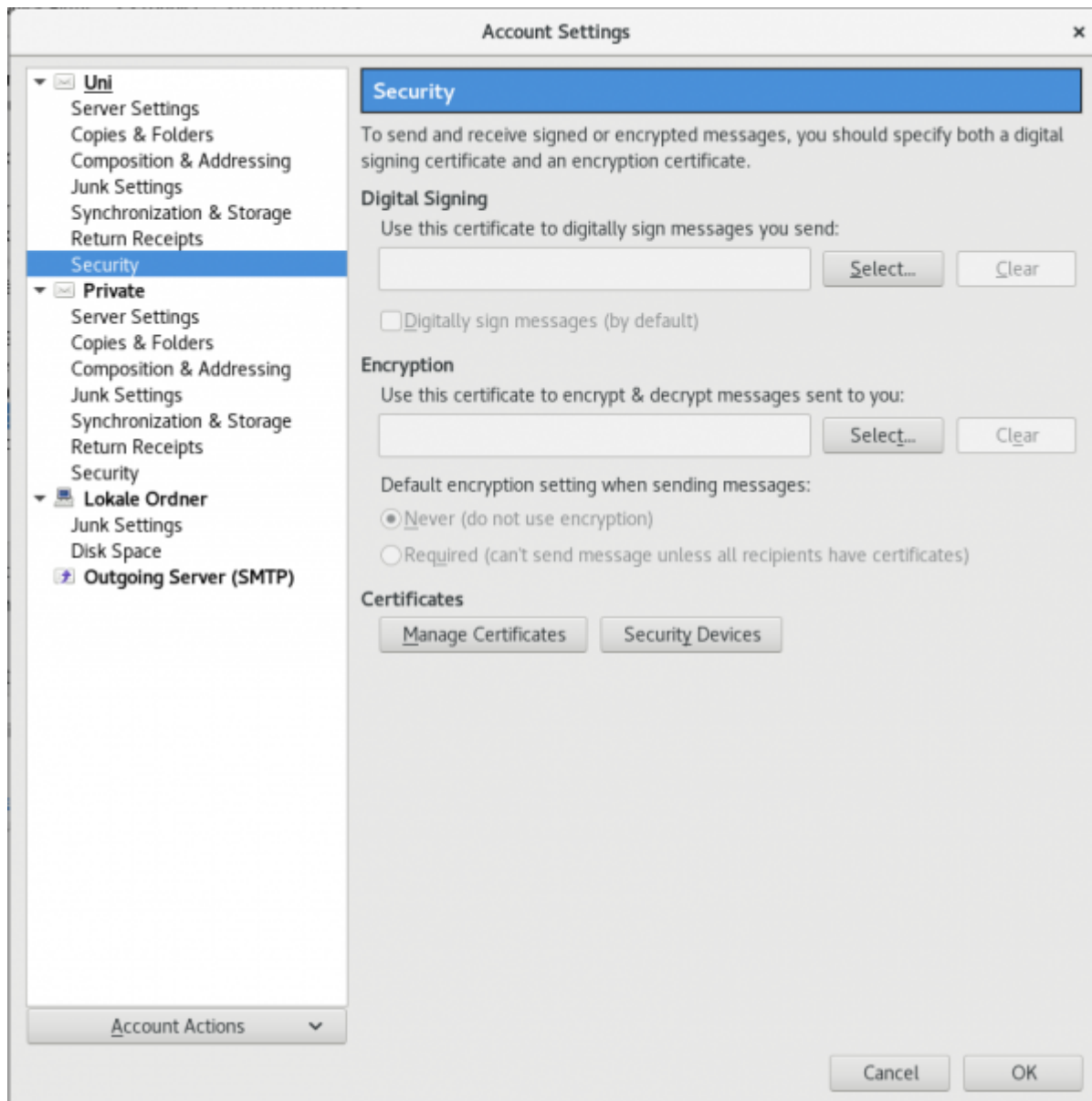


The screenshot shows an "Alert" dialog box with the following elements:

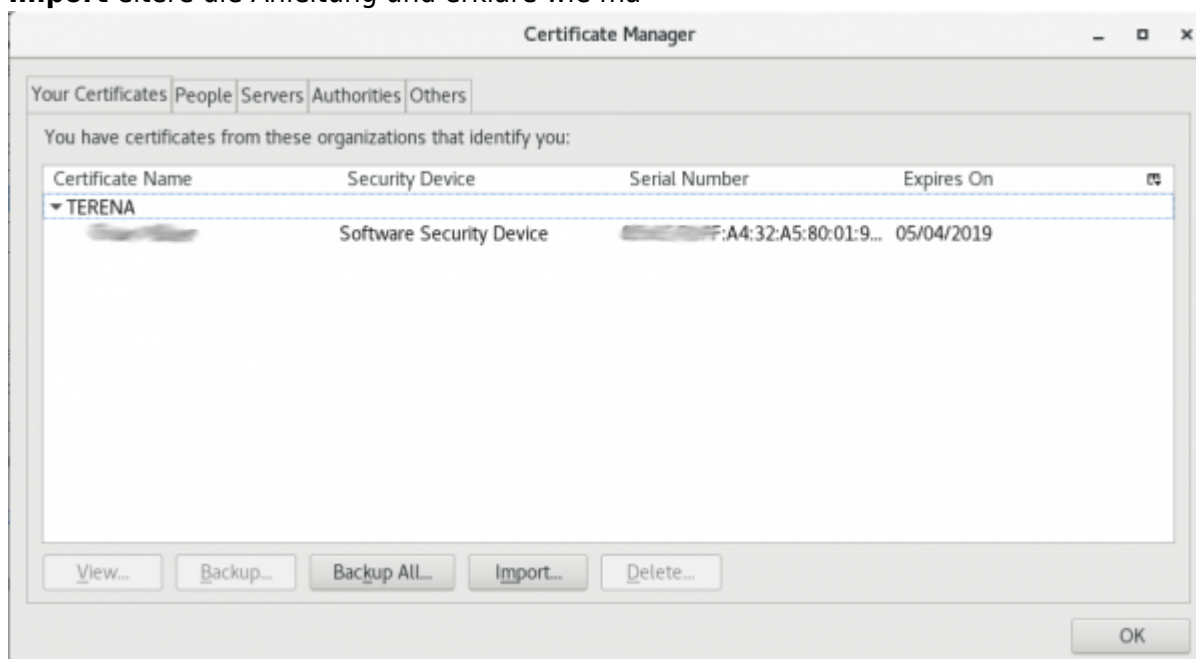
- A title bar with a close button (X).
- A yellow warning icon (exclamation mark inside a triangle).
- Text: "Successfully backed up your security certificate(s) and private key(s)."
- An "OK" button.

Using your Certificate with Thunderbird

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

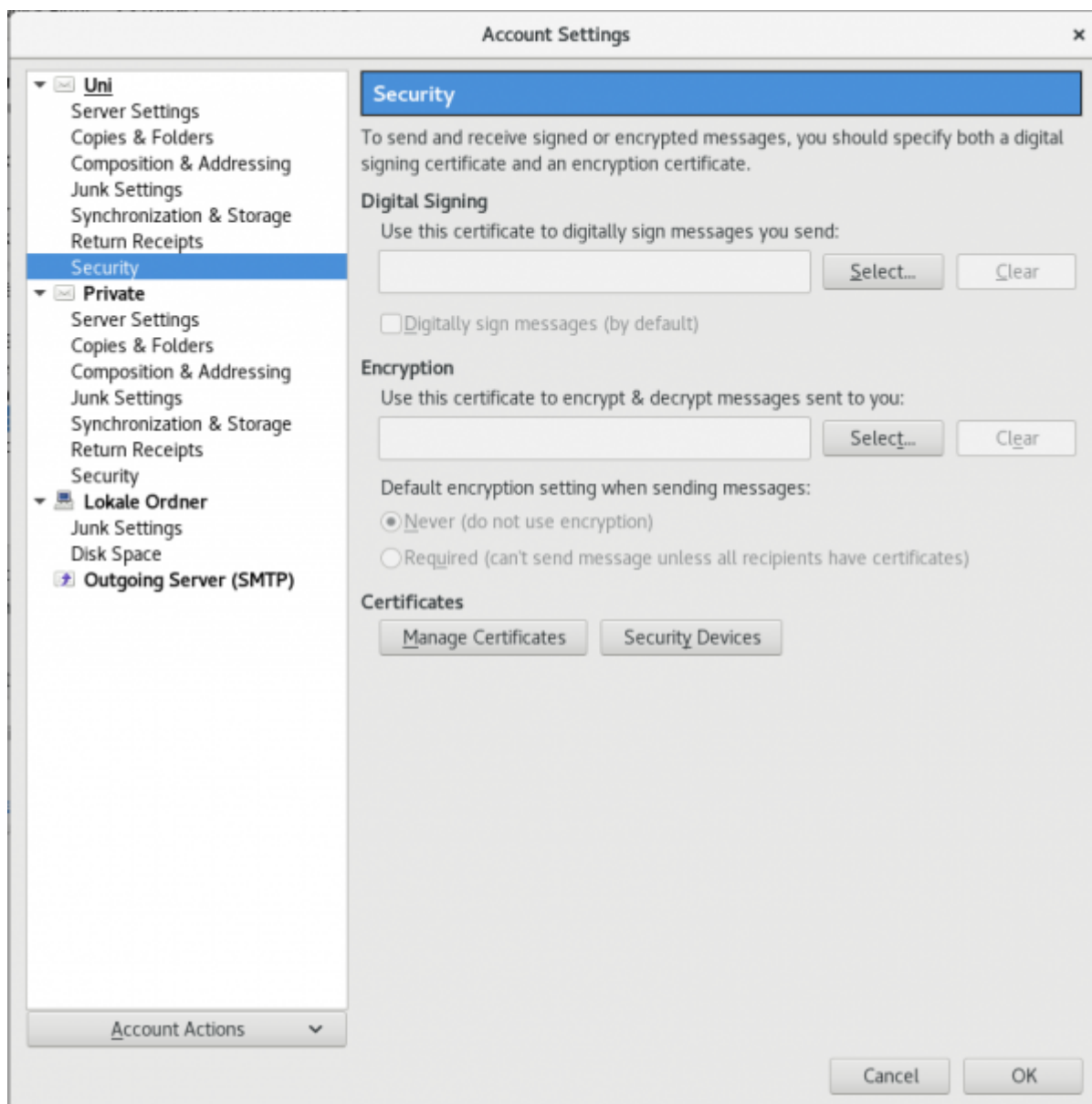


In the **Certificate Manager** window make sure you've selected the "Your Certificates" tab and click **Import** eitere die Anleitung und erkläre wie ma

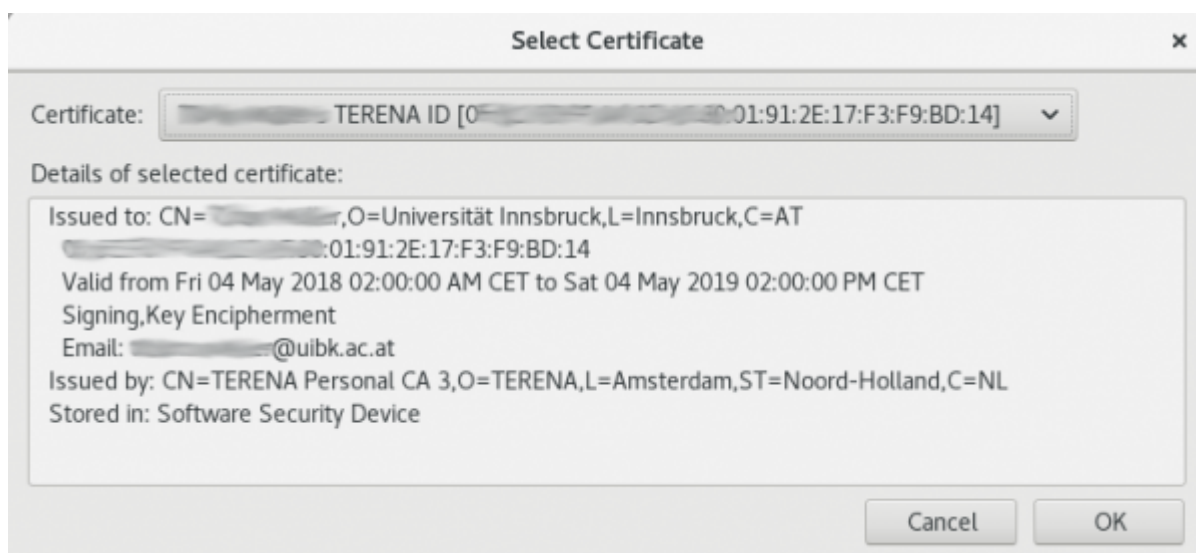


Select your previously exported .p12 file and enter your password

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

Composition

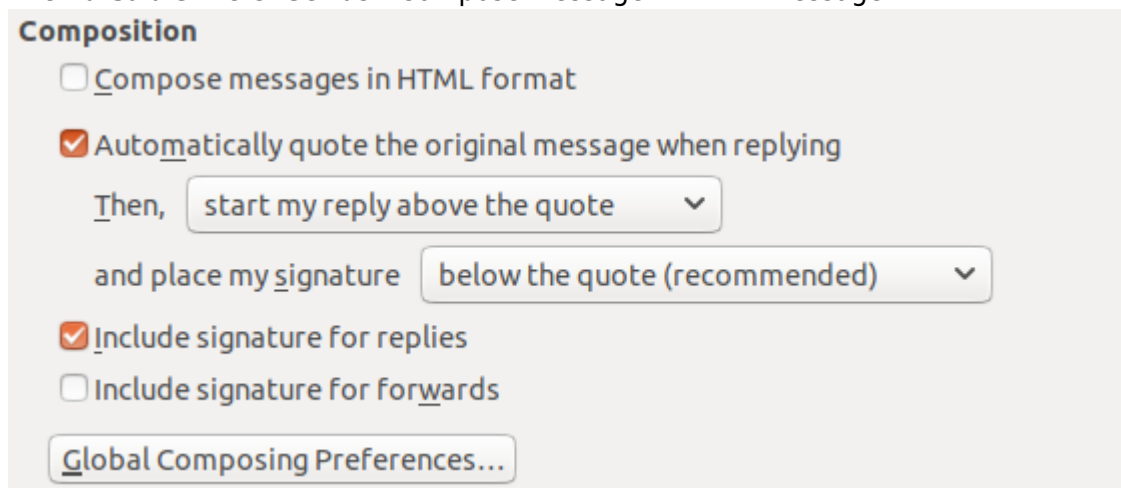
openPGP

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** Compose Message In HTML Message



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