# **Web Client Baya**

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Migrate from Baya V2 to V3 /V4

Access Baya V3/ V4

To access Baya V3/ V4, simply enter the URL **(domain)-web.mithiskyconnect.com** in your favorite browser. You can find the URL on the login page of Baya V2 interface or contact your domain admin to know the exact URL.

#### Login to Baya V3/V4

Log in to Baya (https://docs.mithi.com/home/email-application-in-baya#log-in-to-baya) using your complete email id (for example, user@domain.com) and the password. On successful login, the Email (https://docs.mithi.com/home/how-to-access-email-using-baya4)application displays showing your Inbox folder.

Baya V4 has many exciting features such as compose in the local language (https://docs.mithi.com/home/how-to-compose-mail-in-hindi-or-other-local-language-using-baya4), Canned responses (https://docs.mithi.com/home/how-to-configure-preferences-using-settings-using-baya4#canned-responses), email threads (https://docs.mithi.com/home/access-email-using-baya-4#threaded-message-listing), encrypted messages (https://docs.mithi.com/home/how-to-send-an-encrypted-or-digitally-signed-message-using-baya4), task manager (https://docs.mithi.com/home/how-to-manage-tasks-using-baya-4), and an easy-to-use web calendar (https://docs.mithi.com/home/using-calendar-in-baya4).

To get an overview of the applications, refer to the knowledge base documents. (Email (https://docs.mithi.com/home/email-application-in-baya), Contacts (https://docs.mithi.com/home/contacts-in-baya) and Calendar (https://docs.mithi.com/home/calendar-application-in-baya)).

#### Re-configuration

To start using the Baya V3/V4 applications, you will have to do certain re-configurations as follows:

#### Contacts

The personal address book created in Baya V2 will have to be migrated to Baya V3/V4. The instructions to do so are given here (https://docs.mithi.com/home/faqs-on-using-baya-v2-web-client-in-skyconnect).

#### Calendar

With this release, you also get a new calendar server in which the limitations of the earlier calendar server have been resolved. To use the new calendar server, you will have to reconfigure the desktop and mobile calendar (https://docs.mithi.com/home/using-the-skyconnect-calendar-application) applications.

Also, the Calendar events in Baya V2 will have to be migrated to Baya V3/V4, the steps for which are given here (https://docs.mithi.com/home/faqs-on-using-baya-v2-web-client-in-skyconnect#how-to-migrate-calendar-events-from-baya-v2-to-baya-v4-).

#### Chat

If you have been using the chat application integrated with Baya V2, you will notice that Baya V3/ V4 does not have an integrated client. To continue using the chat services of SkyConnect, please download and configure a desktop or mobile chat client mentioned here (https://docs.mithi.com/home/using-the-skyconnect-chat-application).

Signature and Vacation Replies

Also, the client settings for the signatures and vacation replies will have to be done on Baya V3/V4. For instructions, refer to the videos here (https://docs.mithi.com/home/email-application-in-baya).

## Migrate from Baya V3 to V4

#### Access Baya V4

The access URL for Baya V4 remains the same as of Baya V3, which is **{domain}-web.mithiskyconnect.com**. There is no change in the URL to access the web client.

#### **Email**

Composing, sending, and managing emails using Baya V4 (https://docs.mithi.com/home/how-to-access-email-using-baya4) stays the same as in Baya V3, with an improved, intuitive, and modern interface.

#### **Contacts**

Baya V4 and Baya V3 integrate the same address book server. Get access to all the contacts saved in Baya V3. As the address books from Baya V3 are synced in Baya V4 automatically. You don't have to transfer contacts from Baya V3 to V4.

#### Calendar

Calendar in Baya V4 and Baya V3 are the same. Calendar entries from Baya V3 are synced in Baya V4 automatically. So, no need to migrate calendar entries from Baya V3 to V4.

### Signature, Vacation Replies, and PGP keys

Signatures, Vacation Replies, and PGP keys configured in Baya V3 are synced in Baya V4 automatically.

#### Reference

To get an overview of the applications, refer to the Mithi Docs on Baya V4. (Email (https://docs.mithi.com/home/how-to-access-email-using-baya4), Contacts (https://docs.mithi.com/home/how-to-access-contacts-using-baya4), and Calendar (https://docs.mithi.com/home/how-to-access-calendar-and-tasks-applications-using-baya4)).