Calendar app on Apple Mac

Steps to configure CalDAV calendar on Mac

A. Copy the Calendar URL

1. Log in to your webmail account (https://docs.mithi.com/home/calendar-application-in-baya#log-in-to%C2%A0baya) and navigate to the **Settings** > **Add Calendar** section.
2. Copy the URL of the calendar account you want to configure

B. Configure Calendar in Mac

1. Locate the calendar icon at the bottom of your desktop
2. Click on the **Calendar** icon
3. Select **Preferences** from the iCal menu
4. On the **Accounts** window select the **Accounts** tab. Then click the plus symbol located at the bottom left to add a new account.
    - Select **CalDAV**
    - Choose **Advanced** option for configuration
    - Provide your complete email address in User Name.
    - Enter your email Password.
    - Enter **Server name** as Server Address
    - Enter Calendar URL copied from the webmail account.
    - Then click **Create**.
5. Your account is now set up. You may close the accounts window.