

Baya Web Client Calendar Application

Features Comparison Chart

Calendar Features	Baya V4	Baya V3	Baya V2
Add calendar	Yes	Yes	Yes
Delete calendar	Yes	Yes	Yes
Share calendar	Yes	Yes	Yes
Subscribe to calendar	Yes	Yes	Yes
Email integration for invites	Yes	Yes	No
Sync with desktop and mobile CalDav calendars	Yes Superior support	Yes Superior support	Yes
Free/busy support	Yes	Yes	Yes

Tasks Features	Baya V4	Baya V3	Baya V2
Tasks List	Yes	Yes	Yes
Quick Filters	Yes	Yes	Yes
Tags	Yes	Yes	Yes
Task Lists	Yes	Yes	Yes
Create, Edit, Delete a Task List	Yes	Yes	Yes
Create, Edit, Delete Tasks, sub-tasks	Yes	Yes	Yes
Get Notifications	Yes	Yes	Yes
Searching Tasks	Yes	Yes	Yes

Log in to Baya

1. Enter the URL for accessing Baya in your favorite browser. Refer the following table for details.
2. On the login page, enter **Username**.
3. In the **Password** field, enter your password. If you have forgotten your password, click on the **Forgot**

Password? link to launch the forgot pass application.

4. In the field with the **Enter Captcha** label, enter the characters visible to the left.
5. Click on the **Login** button.
6. If your domain administrator has **enabled 2 factor authentication for your account** and
 1. this is the first time you are using your account, then follow the **enrollment process** for 2 factor authentication as given [here](https://docs.mithi.com/home/how-to-enroll-for-2fa-using-baya4) (<https://docs.mithi.com/home/how-to-enroll-for-2fa-using-baya4>).
 2. if enrollment is done, enter the 2FA code as given [here](https://docs.mithi.com/home/how-to-enroll-for-2fa-using-baya4#login-for-an-account-for-which-2-factor-authentication-is-enabled) (<https://docs.mithi.com/home/how-to-enroll-for-2fa-using-baya4#login-for-an-account-for-which-2-factor-authentication-is-enabled>)
7. On the application switch,
 - Click the **Contacts, Calendar, or Tasks** icon to launch the respective application in the separate tab.
 - Click the **Settings** icon to view and configure the settings of Baya.
 - Click the **Help** icon to launch the online help to configure your desktop or mobile.

	Baya V4	Baya V3	Baya V2
Access URL	{domain}-web.mithiskyconnect.com	{domain}-web.mithiskyconnect.com	{domain}.mithiskyconnect.com
Username	Complete email id Example: john@baya.com	Complete email id Example: john@baya.com	User id Example: john
Password	Password associated with your account	Password associated with your account	Password associated with your account
Captcha	Available	Available	Available
Forgot Password?	Click to reset the forgotten password	Click to reset the forgotten password	Click to reset the forgotten password
2 Factor Authntication	Available	Not available	Not available

Resources for the Calendar application in Baya

Baya V4

Refer to the topic linked [here](https://docs.mithi.com/home/how-to-access-calendar-and-tasks-applications-using-baya4) (<https://docs.mithi.com/home/how-to-access-calendar-and-tasks-applications-using-baya4>).

Baya V3

Refer to the topic linked [here](https://docs.mithi.com/home/how-to-access-calendar-using-baya-v3-web-client) (<https://docs.mithi.com/home/how-to-access-calendar-using-baya-v3-web-client>).

Baya V2

Refer to the topic linked [here](https://docs.mithi.com/home/using-the-skyconnect-calendar-application-baya-v2) (<https://docs.mithi.com/home/using-the-skyconnect-calendar-application-baya-v2>).