

Calendar - macOS - set up distributed mailbox

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Keywords

Apple Exchange Kalender macOS Verteiltes-Postfach

Solution (public)

Setting up the distributed mailbox calendar on macOS

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Open "Calendar" and press the "Command" and "," buttons at the same time to open the settings.

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Under "Accounts", select your existing "TU-Dresden Exchange" account.

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Go to the "Delegation" tab and click the "+" button at the bottom.

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Enter the name of the mailbox and select it.

Screenshot Apple calendar: entering the name of the distributed mailbox

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Now select the "calendar icon" and under "Delegates" the calendar for the distributed mailbox.

Screenshot Apple calendar: calendar selection Screenshot Apple calendar: mailbox selection