# Outlook Add-In - Setup/Configuration

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### **Initial Setup**

0	5 ∓					
FILE	HOME	SEND / RECEIVE	FOLDER	VIEW	DEVELOPER	ownCloud
C Setting	gs					
🕾 My Shares						
🕾 Pending Shares						
own(	loud					

For the initial setup find the "Settings" button in the "ownCloud" tab. This will open the Connection Wizard

#### **Connection Wizard**

ownCloud Connection Wizard	x
Connect to ownCloud Select ownCloud Server	<b>(</b> ).
Enter the full address of your server (example: https://oc.epikshare.com/owncloud)	
Server Address https://demo.epikshare.online	<b>≙</b>
Use proxy Trust invalid SSL Certificate	1
Trial Account	
<back: next=""></back:>	Cancel

Enter the address to your owncloud server. Make sure to put the whole url to the "login" page (except the login or index.php bit).

- User Proxy: Check this if you have a proxy to reach the internet. You will have to configure this at a later stage
- Trust Invalid SSL Certificate: If you run your owncloud using a self signed certificate, make sure this is checked

#### Authentication

ownCloud Connection Wizard	· · · · · ·	x
Connect to ownCloud Select ownCloud Server		<b>(Ô)</b> .
Authentication Username and Password Windows authentication OAuth authentication Password with Cookie Compability Mode		
	< Back Nex	t > Cancel

Make sure to select the right authentication method for your ownCloud server:

- Username/Password: default authentication using your owncloud username/password
- Windows authentication: Single sign on using your windows Account (Enterprise only)
- OAuth authentication: If OAuth is enabled on your ownCloud (this will open a oAuth Login window)
- Password with cookie: Same as Username/Password, but use the classical login flow

You can use compatibility mode if you have problems using login because. This adds some workarounds for older or non-standard ownCloud installations.

- Enter your User Name and your Password
- Click "Done"
- After the message "Connection Successful" click "Cancel" and restart your Outlook

If you use a proxy with username and password, select Proxy -> Custom

- After a successful connection test, your license is being verified and if it fails you will be sent to the License Dialog
- To install a valid license or activate a demo license click OK

License Setup

License	_		×
BEGIN LICENSE TGJ			
END LICENSE	∶jYw]	PQ==	
Check		Nex	t

• Insert a valid license key or activate a "Demo Key"

lemoLicense		– 🗆 X
RequestFr	ee 30 Day Trial License	
Please fill-in the form	below to receive a 30-day trial license. Make sure to u	se a valid email address in order to receive a license key.
E-Mail*	M.Epik@epiKshare.com	☐ I want to be notified on new releases
First Name*	Mister	I want to be notified for upcoming events (Webinar, Demos, Conferences, etc.)
Last Name*	Epik	The personal information requested is used for no other purposes than to keep
Company		connected with you regarding ownCloud updates.
Country		
Server URL*	https://cloud01.epikshare.com	I want to be contacted by phone regarding my evaluation.
User Name*	M.Epik@epiKshare.com	Phone
	h hosted ownCloud Server with E2EE Add.in	The demo account is free of charge for the first 30 days and includes 1GB Storage and End- To-End Encryption Support.
✓ Use the BW-Fech histed owneroud Server with E2CE Add-In ✓ I agree to the Terms and Conditions <u>Terms and Conditions</u>		After the trial period the account will be suspended and must be reactivated as a paid account or all uploaded data will be permanently deleted. Please check the http://www.epiKshare.com website for further Information about pricing and limitation.
* Are mandatory field	S	Get Trial License

- Request your free 30Days Trial LicenseClick "Get Trial License"

### FAQ

#### I am receiving the Message "Connection Failed"

This means that we cannot connect to the cloud server.

- Check your internet connection (try connecting to the cloud server using your web browser)
- Test your credentials
- Make sure you entered the correct proxy settings

ownCloud Connection	Wizard		×
Connect to o Select ownCloud	<b>(Ô)</b> ,		
Server URL Autentifizierung	https://oc3.oem-cloud.com		] 🔺
Password	Ерік •••••		
Connect		Trial Account	Done

- When the initial connection was successful you should see the green message "Connection Successful"
  Restart your Microsoft Outlook

## Share Settings

Settin	gs			(Ô)	).
General	Share Settings	Templates			
<ul> <li>U</li> <li>U</li> <li>U</li> <li>N</li> </ul>	Jse Password f Send password se End-To-End o password rec	for shared file or fold with email Encryption quired for access (no	er ot recommen	~ ded)	
Gen	erate Password	d	ON₀	• Yes	
Shar Dele	red Until ete expired sha	res	+ 7	Days O Yes	
Mail	Language	English - GB		~	
Ser	nd all attachmen	nts as a link	No	⊖ Yes	

• Use Password for shared file/Folder

- Use Password for shared file or folder
   Send password with email
   Send password via separate email
   Send password with email
   N Send password to sender
   Send password to sender and recipient
   No automatic password sending
  - Send password via separate email: When you share a file or folder, a separate E-Mail with a Password will be created in the background and sent automatically after creation
  - · Send password with email: This option will send the file or folders passwort within the same email
  - Send password to sender: Send the password to the sender (=you)
  - Send password to sender and recipient: Creates 2 E-Mails containing the password. One for the sender (=you) and the recipient
  - No automatic Password sending: This Option use a password, but it dosn't send the password by mail, you will have to manually notify the recipient of the password
- Generate Password: When this option is enabled, a password will be created automatically for a new share
- Shared Until: The Share will be available for this number of days by default
- Delete expired Shares: if enabled, expired shares will be deleted from the owncloud server
- · Mail Language: A pre-written text is inserted into the email in the selected language (also used for the password mail)
- · Send all attachments as link: If enabled any attachment will be uploaded automatically on send

### **Template Settings**

General Share Se	ettings	Templates					
Template	Simple	Share Invit	e				~
Hello, {{UserName}} want Use the following lir Link: {{Ut}} Login Name: {{Logi Token; {{Token}}	Simple Share E2ee S Passw Passw Guest Drop F Encryp	Share Invit ord ord to Self Invite older oted Drop Fo	e older				
During this process Key Password: {{Ke	you will eyPass}	l be asked ti }	o enter	a pass-coo	le for your	key:	~
				Re	set	Save	
Preview							
Hello, me@localhost want Use the following lir Link: https://cloud( Login Name: your@	ts to ser nk to reg D1.epiks Demail.lo	nd you an er gister and de share.com/rr ocalhost	ncrypte ownload egister	d Docume d/decrypt t	nt. he file(s).		^

You can adjust all Templates that are used when sending a mail. A preview will be generated to show how the placeholders are used.