



## Welcome to iHub Basic

iHub Basic lets you synchronise contacts and calendars wirelessly between Macs, iPhones, iPod touch and iPads.

Changes made in contacts and calendars will be synchronised immediately with all other devices connected to the network to keep your data in sync.

The demo version of iHub Basic is fully functional for 14 days.

nova media team

## Compatible Devices

iHub Basic uses standards like CardDAV for contacts and CalDAV for calendars. Most Apple devices already support these standards.

**Calendars** can be synchronised with the devices listed below:

- Macintosh Computer running Mac OS X 10.5 or higher
- iPhones and iPod touch running iOS 3 or higher
- iPads running iOS 3 or higher

**Contacts** can be synchronised with the devices listed below:

- Macintosh Computer running Mac OS X 10.6 or higher
- iPhones and iPod touch running iOS 4 or higher
- iPads running iOS 4.2 or higher

## Adjusting the Security Settings

iHub Basic works well with the default security settings of Mac OS X 10.6. However, if you changed these settings manually, you have to check them again for iHub Basic to work correctly.



### How to check the security settings

1. Open the System Preferences
2. Click Security > Firewall > Advanced...

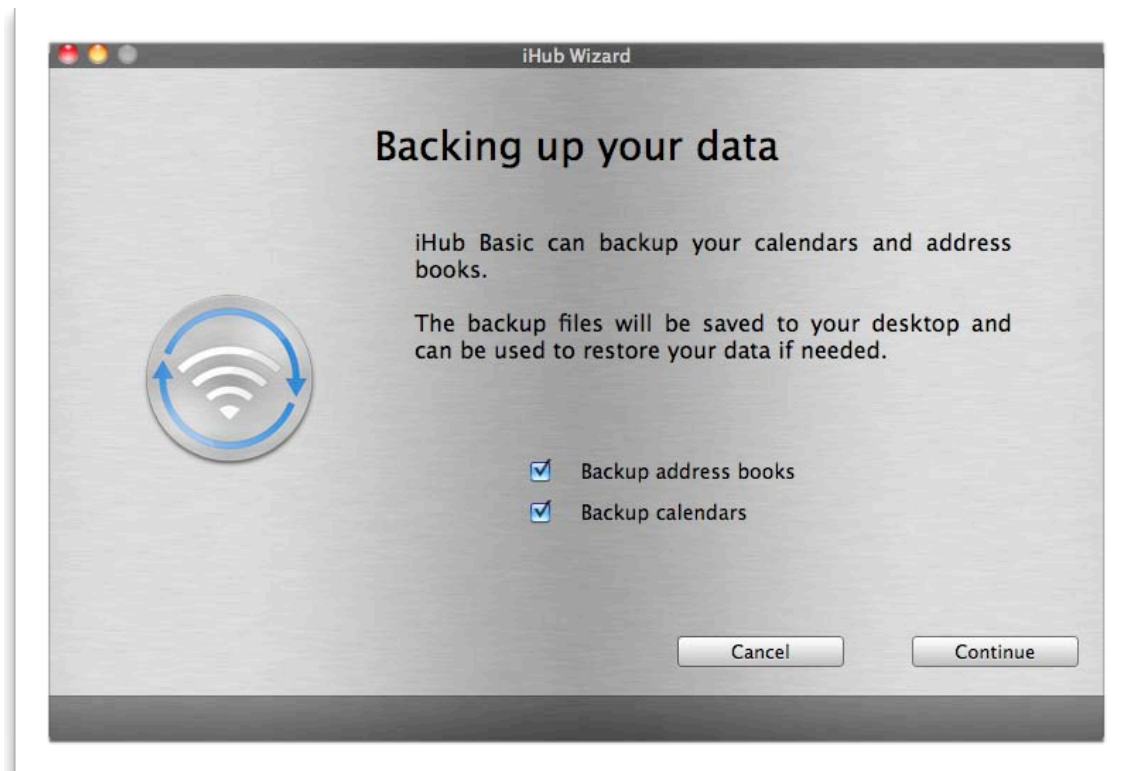
Make sure to disable both options **Block all incoming connections** and **Enable stealth mode**.

## First Start



On the first start of iHub Basic you will be guided through the setup.

Click **Continue**



iHub Basic will backup your contacts and calendars. The backup files will be saved on the desktop and can be used to restore your data if needed.

Click **Continue**



iHub Basic requires you to enter a user name and a password.

You will need this user name and password to access shared contacts and calendars.

Click **Continue**



Choose the calendars you would like to share. You can change this at any time.

Click **Continue**



Choose to share all contacts or selected address book groups. You can change this at any time.

Click **Continue**



Your settings will now be applied. This can take up to 30 minutes, depending on the amount of data you want to share.

During this time, processor activity can increase to 100% and you might hear the fans spinning. Do not interrupt this process.



Your settings have been applied.

In the next step, you can configure other Macs and iOS devices to access shared contacts and calendars.

**Click Continue.**

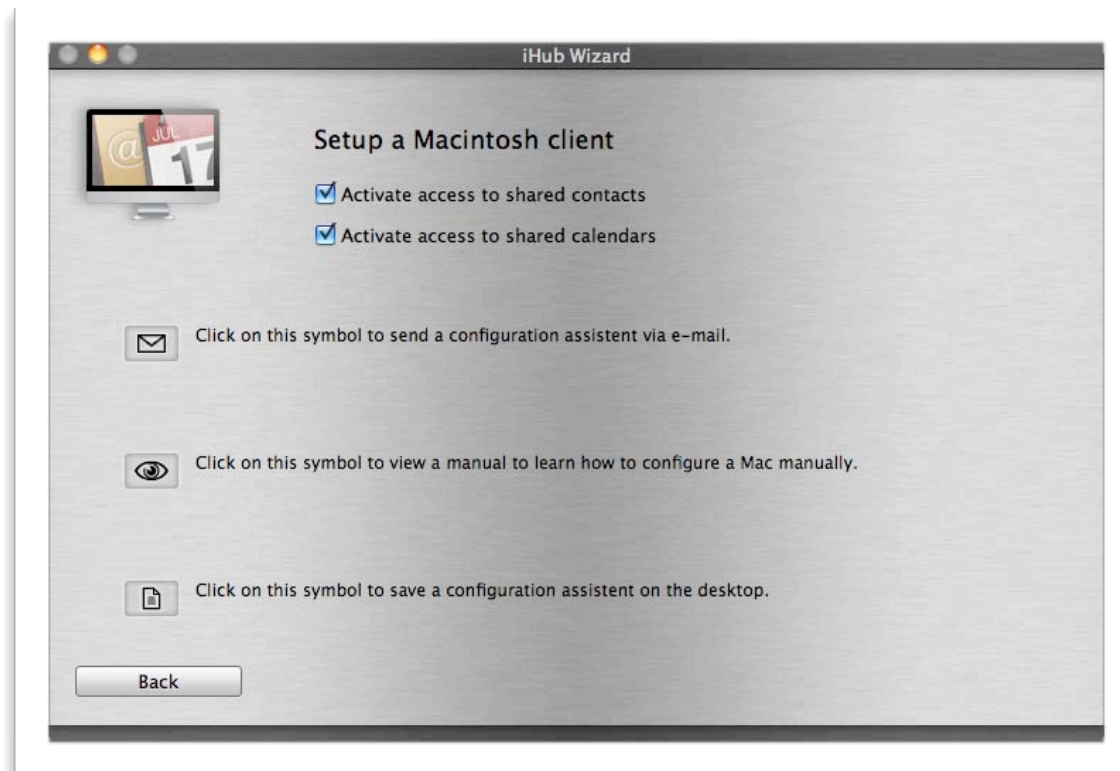


Choose if you want to setup a Mac, iPhone, iPad or iPod touch as a client to access shared contacts and calendars.

Click **Setup...** to configure the device. You can setup as many clients as you like.

Click **Skip** to see the overview window of iHub Basic.

## Access shared data using a Mac



Select if you want to access contacts, calendars or both with the client Mac.

iHub Basic will then create a configuration assistant, which can automatically configure the client Mac to access shared data.

You can e-mail the configuration assistant to the client Mac or copy it via the network or using a memory stick or CD/DVD.

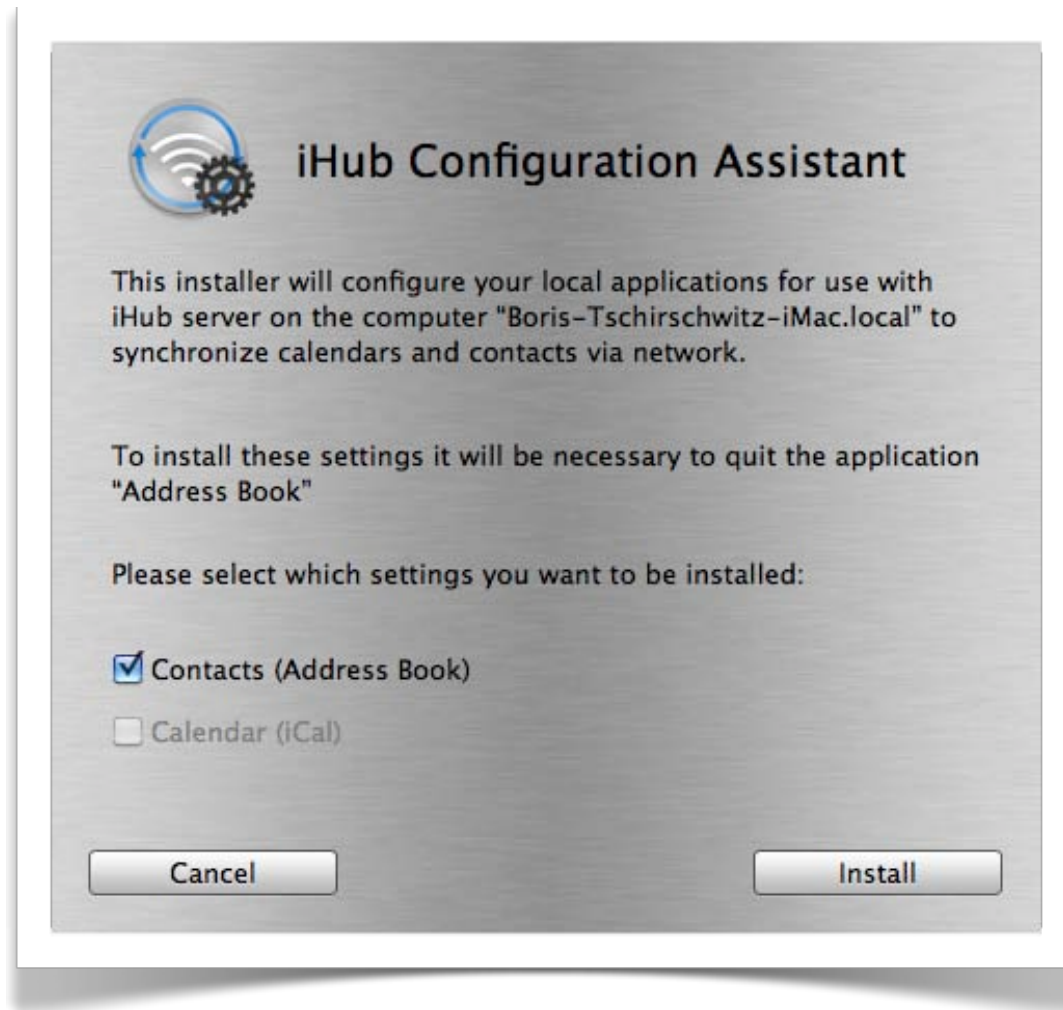
**Important:** Macs running OS X 10.5.x can only access shared calendars. This is a restriction of the Mac OS X system.



Click the **envelope** symbol to open a new mail with the configuration assistant attached.

Click the **letter** symbol to save the configuration assistant on the desktop.

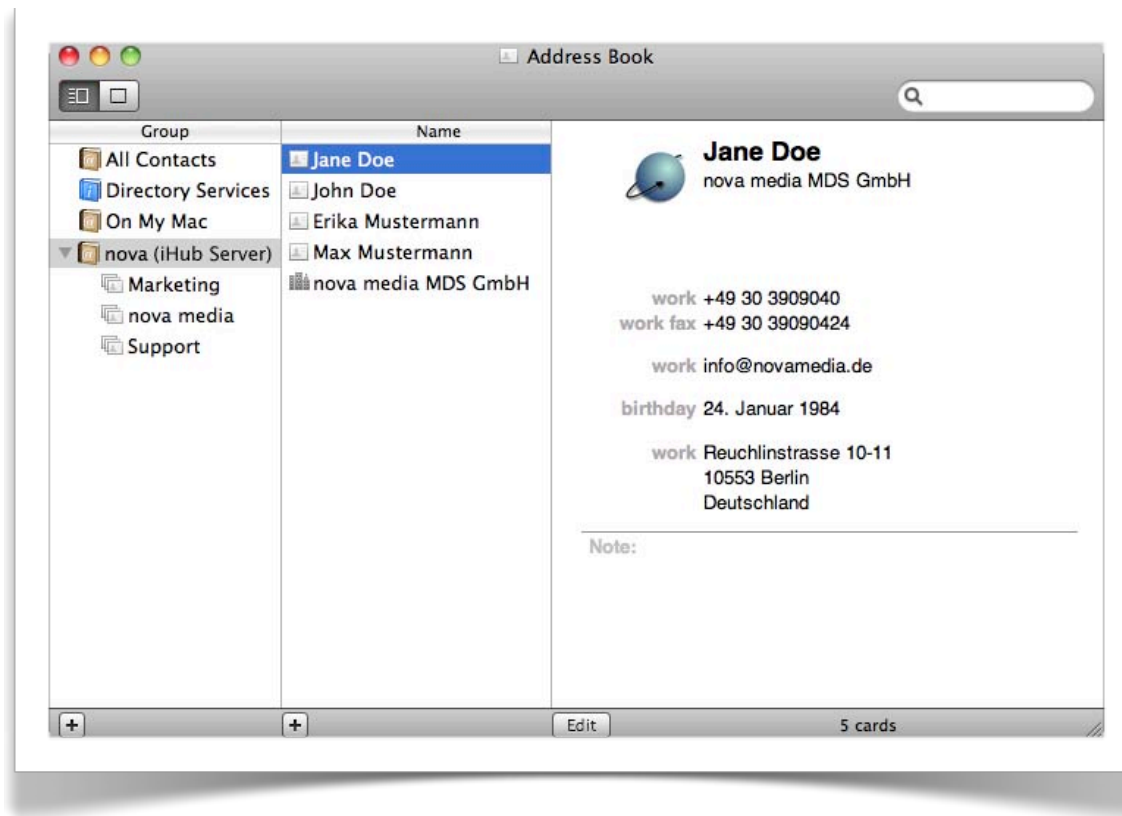
Click the **eye** symbol to display a manual to configure a Mac client manually.



On the client Mac, open the assistant. Select to allow access to shared contacts, shared calendars or both.

You may only see one active option here, if you have restricted the access to shared data while configuring the assistant within iHub Basic.

Click **Install**. The client Mac will be configured automatically.

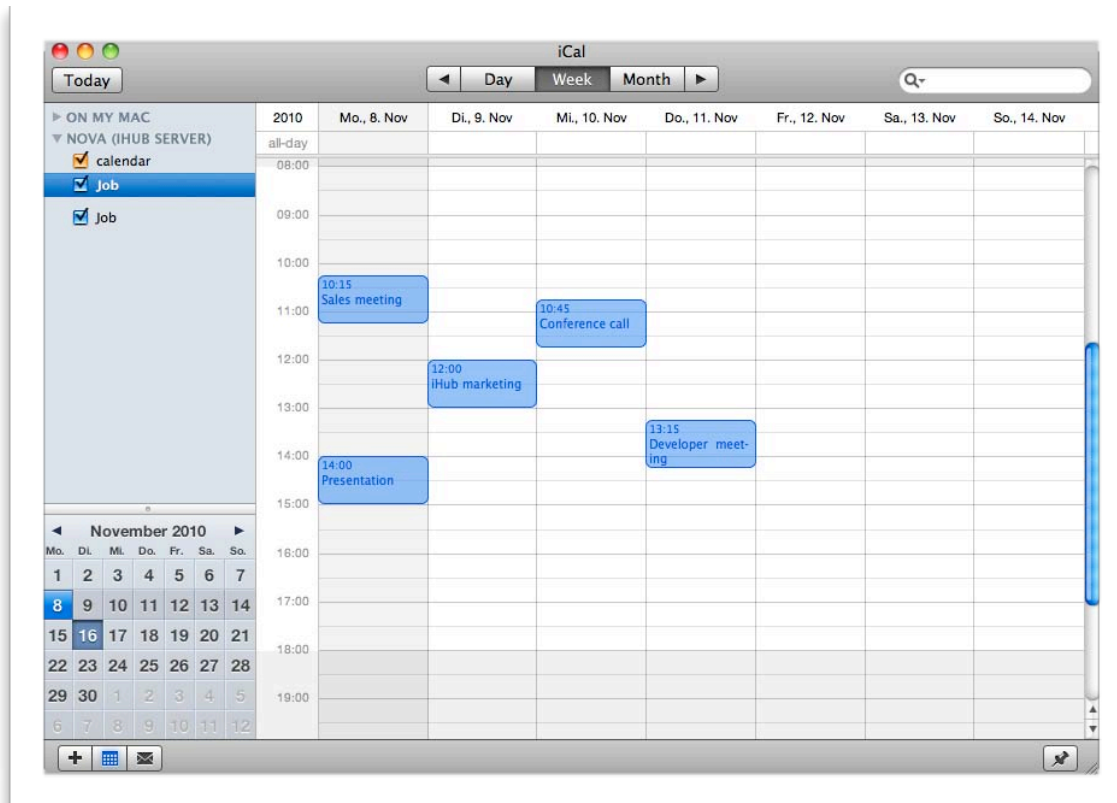


Open Address Book on the client Mac.

You will see a new address book which contains all shared contacts and address book groups.

You can work with these contacts as you would work with any local contacts in your address book.

Any changes made in these contacts will be synchronised throughout your network.



Open iCal on the client Mac.

You will see a new listing which contains all shared calendars.

You can work with these calendars as you would work with any calendar in iCal.

Any changes made in the shared calendars will be synchronised throughout the network.

Note: The calendar named ,calendar' is a default entry by iHub Basic and can not be deleted.

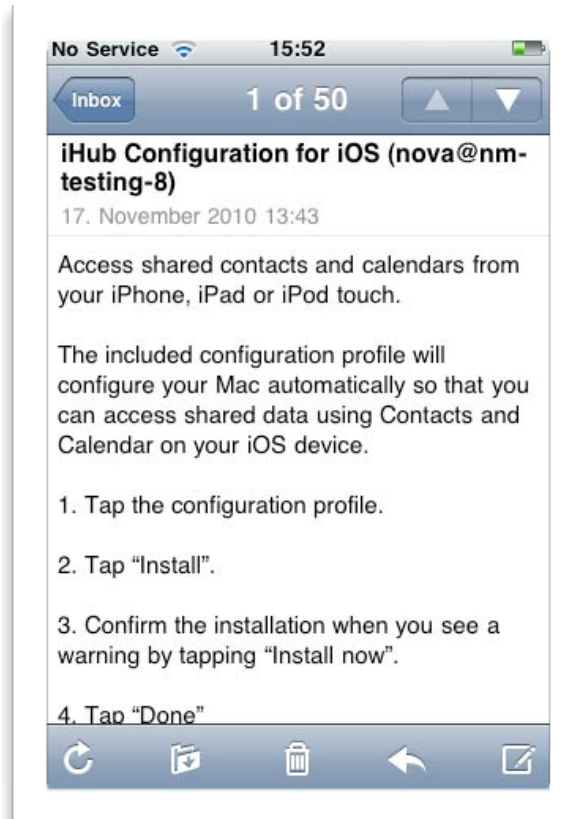
## Access shared data using an iPhone, iPad or iPod touch running iOS 4.x

Select if you want to access contacts, calendars or both with the client Mac. iHub Basic will then create a configuration profile, which can automatically configure an iOS 4.x device to access shared data.

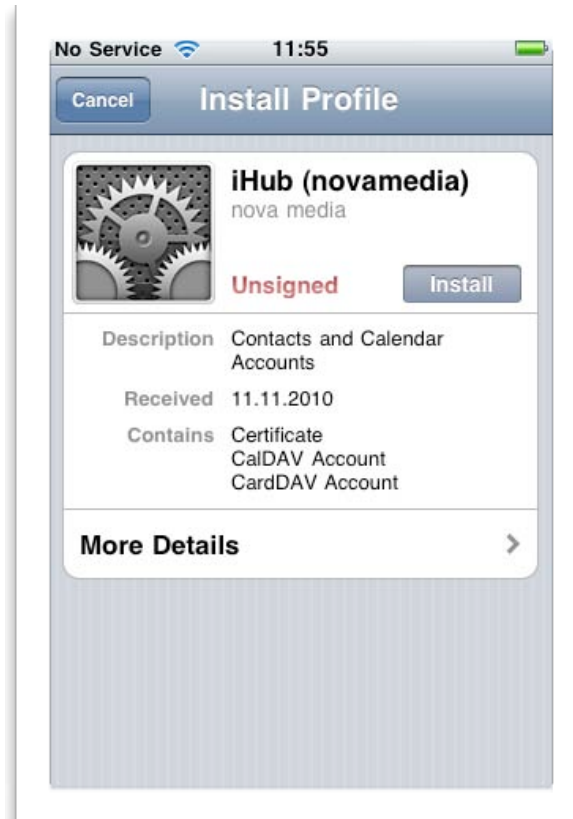


Click the **envelope** symbol to open a new mail with the configuration profile enclosed.

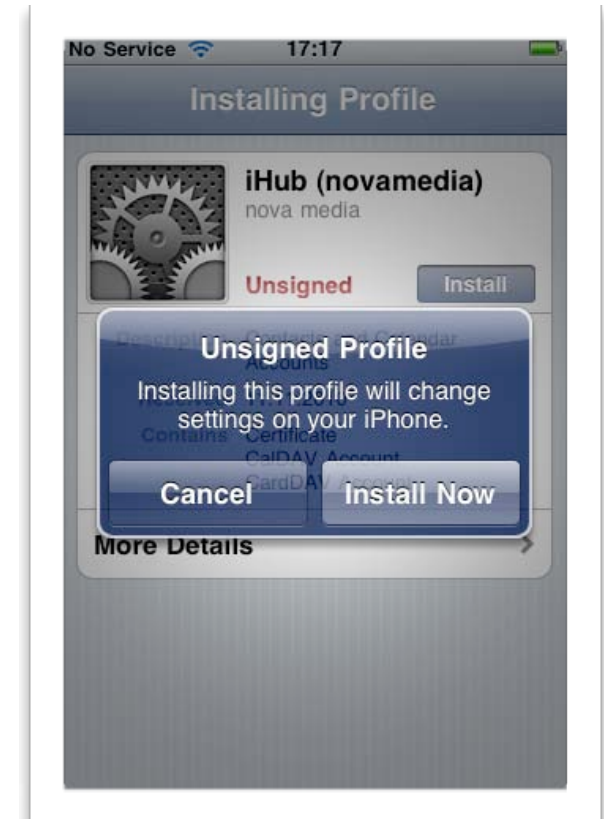
Click the **eye** symbol to display a manual to configure an iOS 4.x device manually.



Tap on the profile within the e-mail



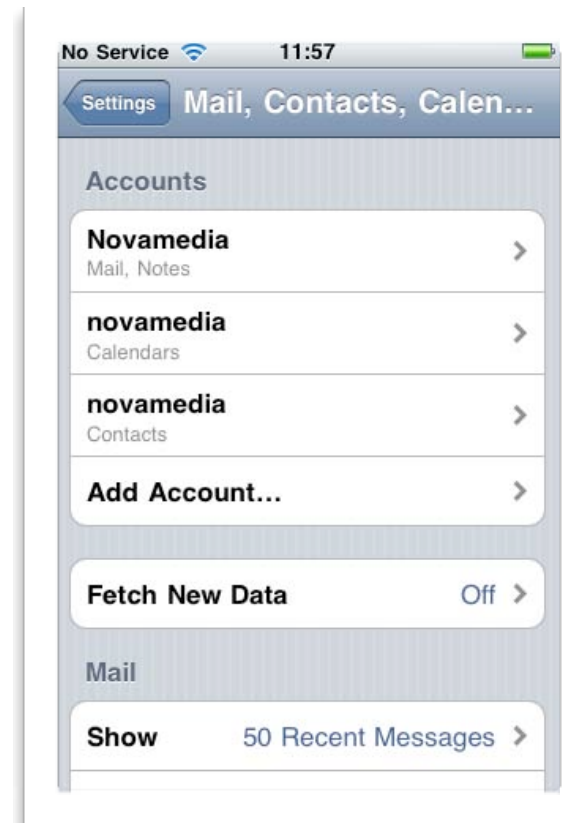
Tap on **Install** to continue



Tap on **Install Now** to install the profile



Tap on **Done**  
to finish the installation



Shared calendars and contacts  
can now be accessed

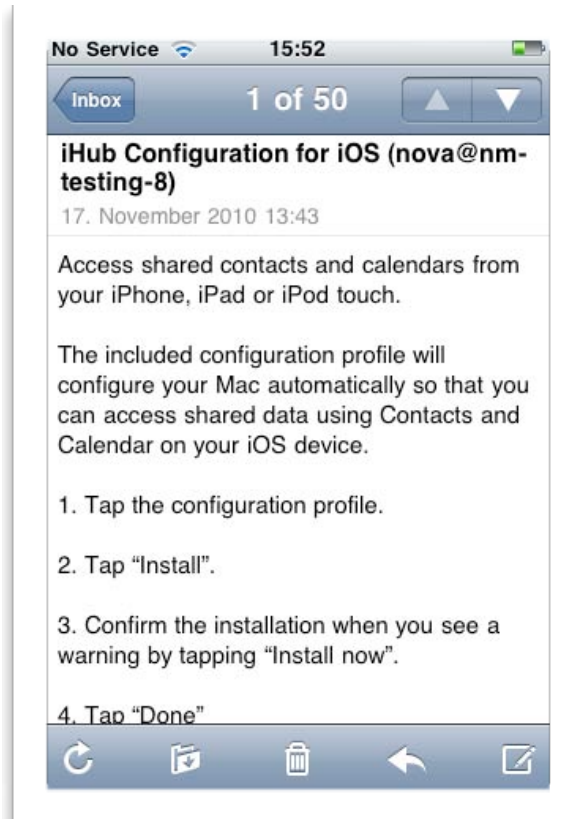
## Access shared data using an iPhone, iPad or iPod touch running iOS 3.x

iOS devices running iOS 3.x can only access shared calendars. iHub Basic will create a configuration profile, which can automatically configure an iOS 3.x device to access shared calendars.



Click the **envelope** symbol to open a new mail with the configuration profile enclosed.

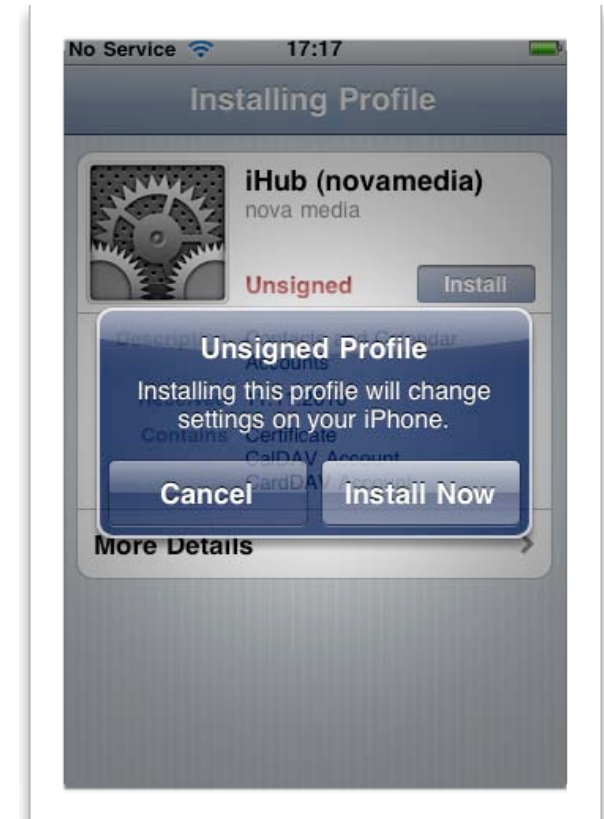
Click the **eye** symbol to display a manual to configure an iOS 3.x device manually.



Tap on the profile within the e-mail



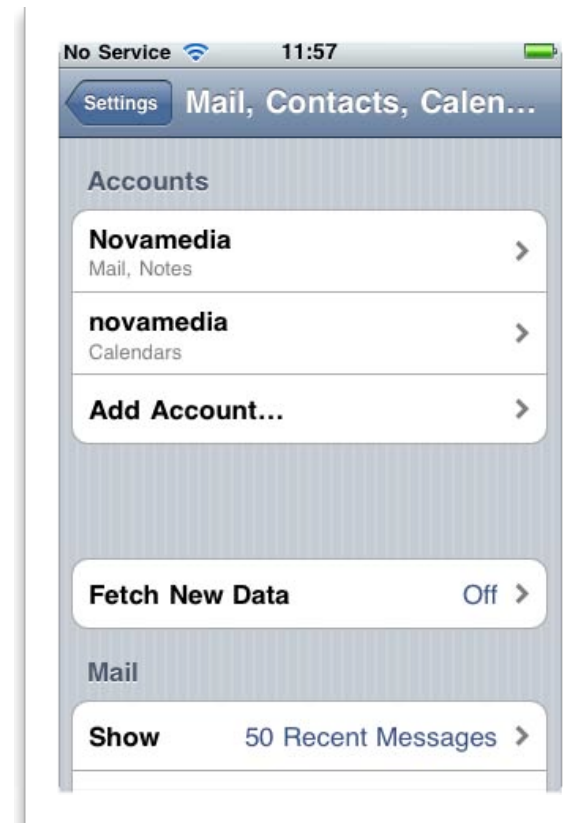
Tap on **Install** to continue



Tap on **Install Now** to install the profile



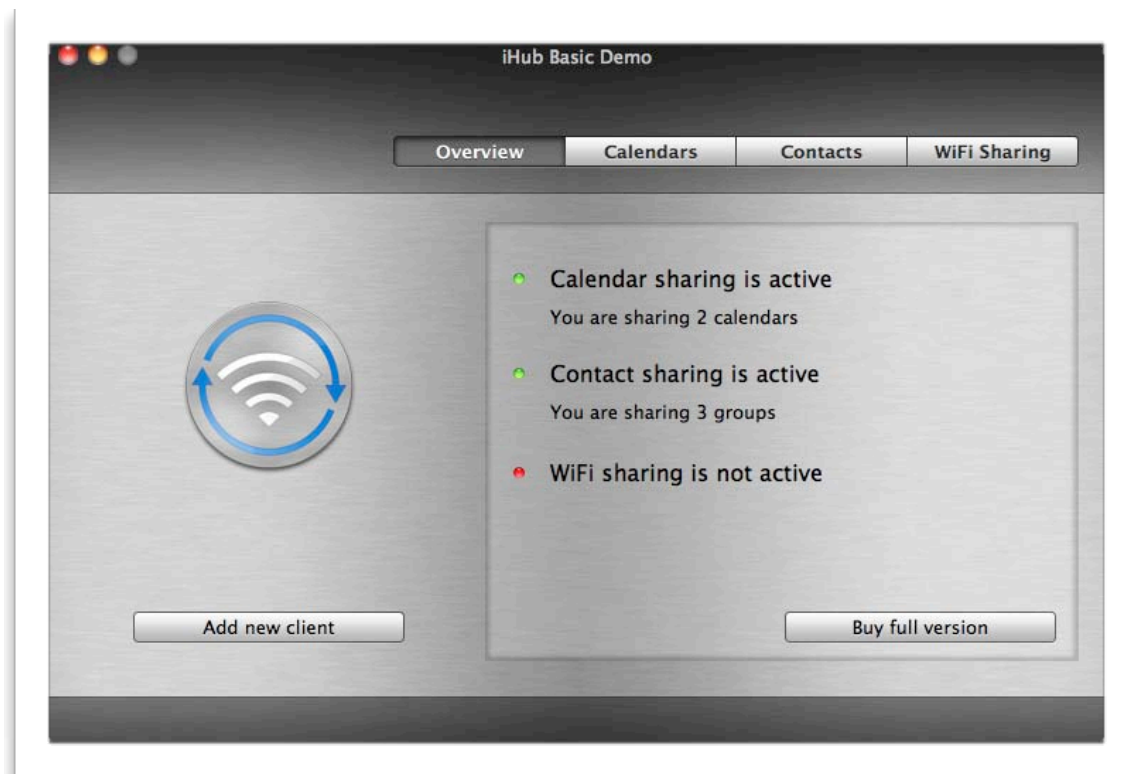
Tap on **Done**  
to finish the installation



Shared calendars  
can now be accessed

## Using iHub Basic

Use the overview tap to see at a glance if calendars and contacts are shared and if WiFi sharing is active. Click the **Calendar** tab to share/unshare calendars and the **Contacts** tab to share/unshare contacts and address book groups.



Click **Add new Client** to access shared calendars and contacts with another Mac, iPhone, iPad or iPod touch.

**Note:** If the firewall settings of OS X prevent the sharing of data, you will see a warning here.

Check the Help section at the end of the manual to see how to adjust the firewall.

## Control sharing of calendars

Open iHub Basic and click the **Calendar** tab. Here you see all calendars on your Mac, which are stored locally and can be shared using iHub Basic.

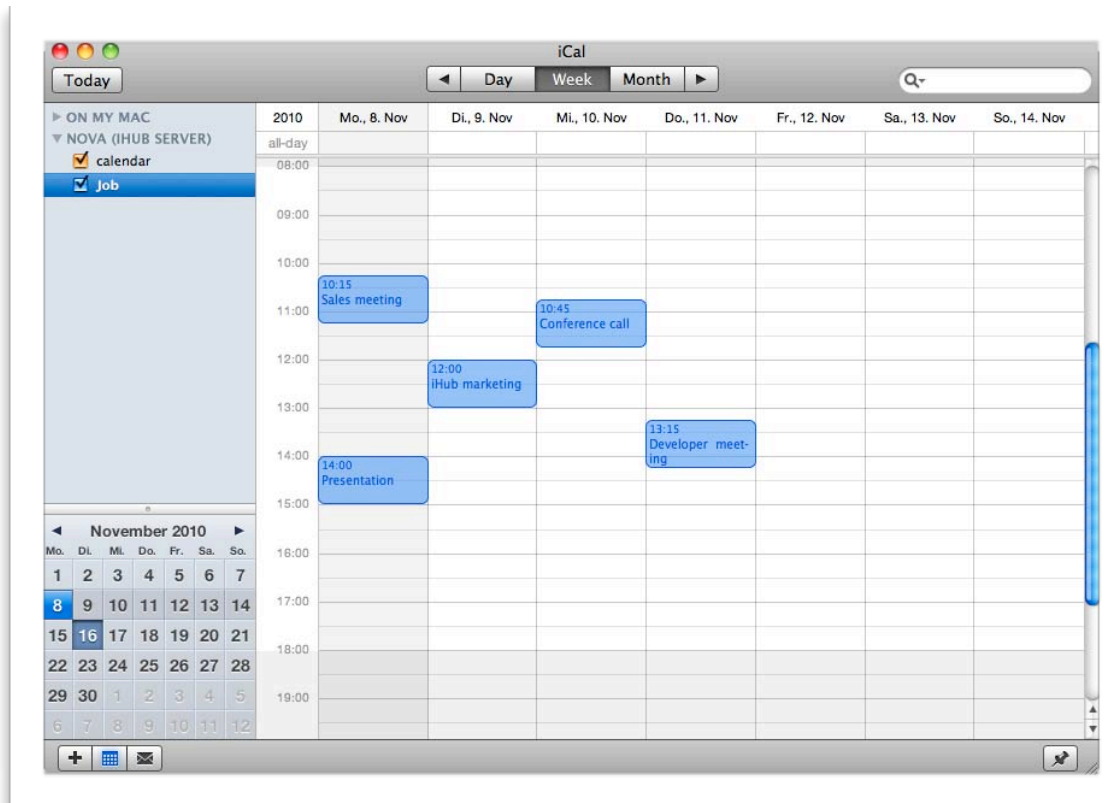


### Share a calendar:

Click the green button next to the calendar you want to share.

### Unshare a calendar:

Click the red button next to the calendar you want to unshare.



Within iCal, you will see the shared calendars listed in the new CalDAV account you entered.

You can use these calendars the same way you use local calendars within iCal.

Any changes made in these calendars will be synchronised throughout your network and are available instantly on all devices which access the same shared calendar.

**Note:** The calendar named `,calendar'` is the default calendar of iHub Basic and can not be deleted.

## Control sharing of contacts

Open iHub Basic and click the **Contacts** tab. To share all contacts and groups at once, click the green button next to the local Address Book. To unshare all contacts and groups at once click the red button next to the iHub Address Book.

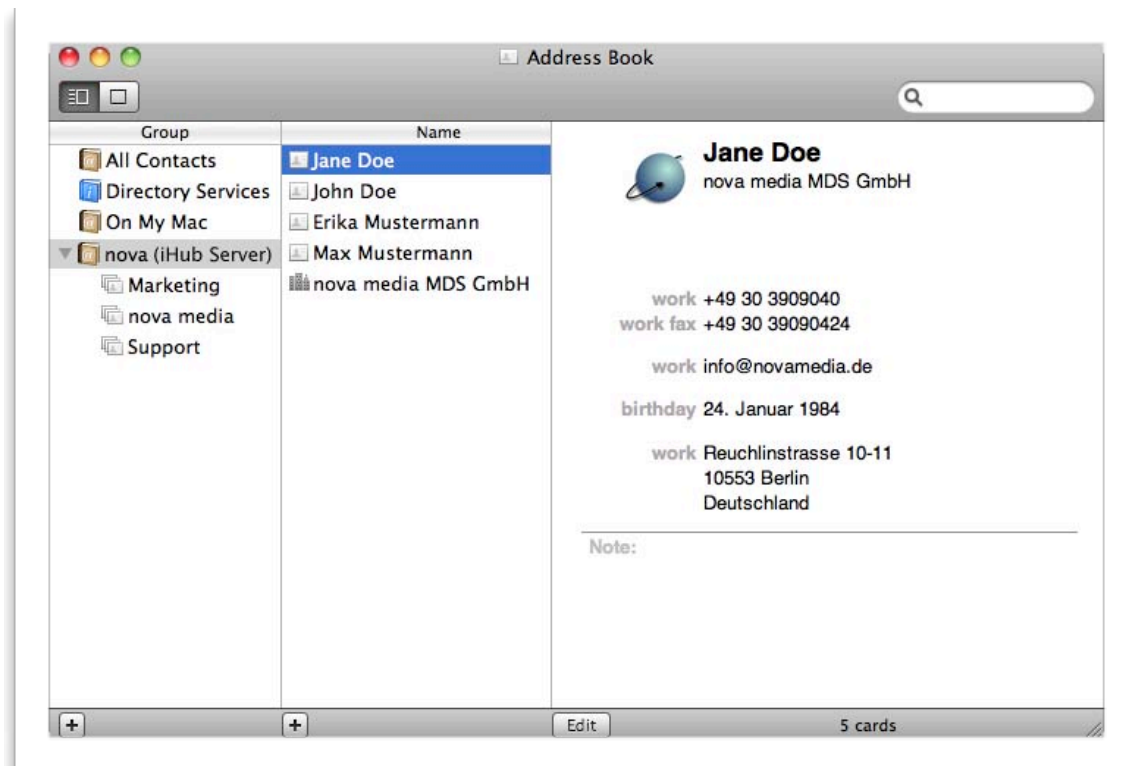


### Share Address Book groups:

Click the green button next to the Address Book group you want to share.

### Unshare Address Book groups:

Click the red button next to the Address Book group you want to unshare.



All shared contacts and Address Book groups will be moved from the **On My Mac** section into the **new iHub account**.

As soon as the sharing of an Address Book group is disabled in iHub Basic, it will be moved to the **On My Mac** section again.

## Establish a WiFi Network



If no WiFi network is available to sync an iPhone, iPod touch, iPad or Macintosh computer, you can setup a WiFi network using iHub Basic.



### First Step

Go to **iHub** > **WiFi sharing** and switch the WiFi sharing to **On**.

### Second Step

Click **+** to be able to add new devices to iHub Basic.



### Third Step

Select the new WiFi network on all devices, which should be synced with iHub.

### Fourth Step

You will see the devices appear in the device listing of iHub, click **Add** for any device you want to add to the local WiFi network.



### Fifth Step

iHub displays a list of all added devices. Set the switch to **Green** for every device you would like to access shared contacts and calendars with.

## iHub Basic Preferences

Click **iHub Basic > Preferences...** in the menu bar to open the preferences window.

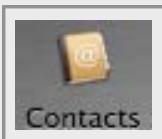


**iHub Basic:** Change the user name and password for iHub Basic.

Attention: If you change the user name and/or the password you will have to setup all connected devices again and create new CalDAV and CardDAV accounts.



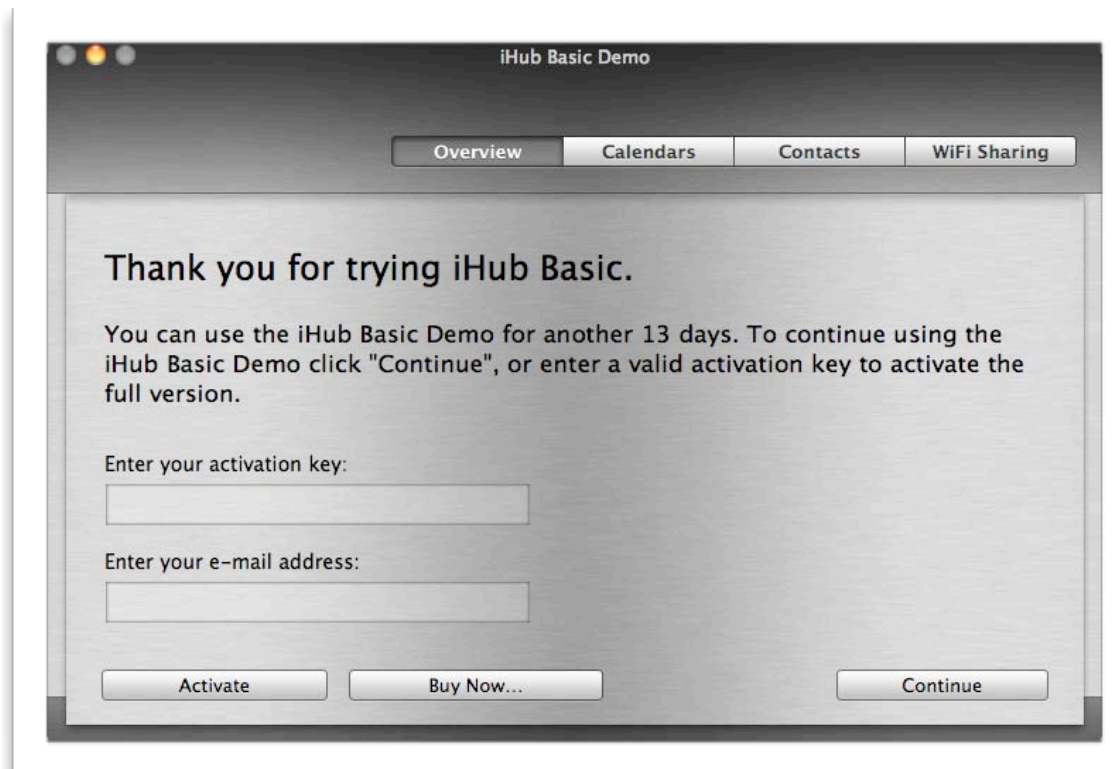
**Calendar:** Allows you to save the local calendar and restore saved calendars



**Contacts:** Allows you to save the local contacts and restore saved contacts

## Activate an iHub Basic License on Your Macintosh Computer

To use iHub Basic when the demonstration time has expired, you will need to activate the software. To activate the software, an Internet connection is required.



### How to activate iHub Basic:

- Click **iHub Basic > Activate License...**
- Enter your activation key and your e-mail address and click **Activate**.
- Accept the license terms.

iHub Basic is now activated.

## Transfer an iHub Basic License to Another Macintosh Computer

If you want to use iHub Basic on another Macintosh computer, you can transfer your license. To do so, you have to deactivate the license on your current computer first and then activate it on the other Macintosh computer. To transfer a license, an Internet connection is required.

- To deactivate iHub Basic on the current Macintosh computer: Select **iHub Basic > Deactivate...** from the menu bar.
- Install iHub Basic on the new Macintosh computer and activate it with your current activation key.

**Attention:** The deactivation of iHub Basic will disable all shared contacts and calendars.

iHub Basic can move all shared items to **ON MY MAC** and will ask you accordingly. Click **Yes** to have iHub Basic perform this move.

## Help

If you receive the error **Could not find any CalDAV server** or **Could not find any CardDAV server** while configuring iHub Basic, a special setting in the security panel of Mac OS X 10.6 might be the reason.

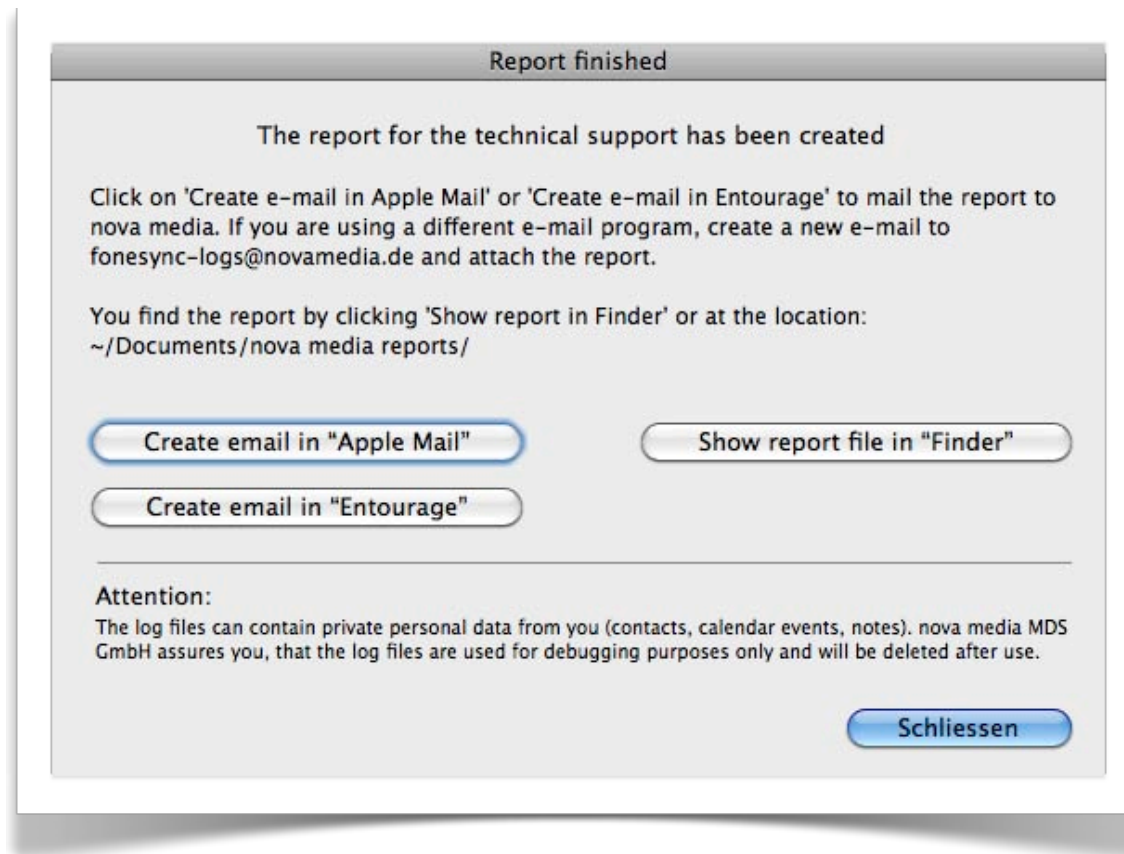


### How to adjust the security settings

1. Open the System Preferences
2. Click Security > Firewall > Advanced...

Make sure to disable both options **Block all incoming connections** and **Enable stealth mode**.

We are happy to help you with any questions you may have with iHub Basic. **Select Help > Technical support...** in the menu bar to create an error report and to send it to us.

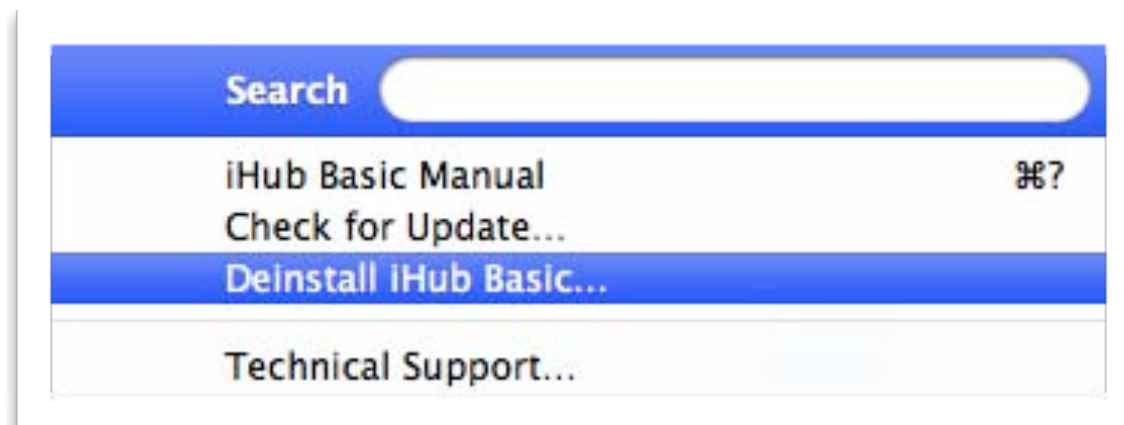


Click **Send** to send the report to us or **Save** to save it on the desktop.

**Attention:** It may take up to 3 minutes for the report to be created and your Mac might act sluggish during this time.

## Uninstalling iHub Basic

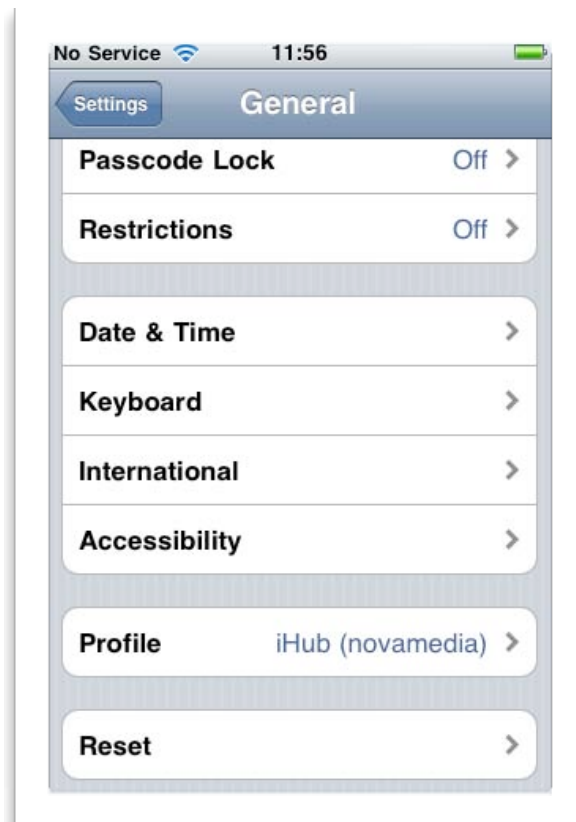
Click **Help > Deinstall iHub Basic...** in the menu bar. iHub Basic will run the deinstaller to delete every part of iHub Basic from your Macintosh computer.



**Attention:** The deinstallation of iHub Basic will delete all shared contacts and calendars.

iHub Basic will ask you to switch all shared items to local items again. Click **Yes** to have iHub Basic transform this switch.

## Remove access to shared data on an iPhone, iPad or iPod touch



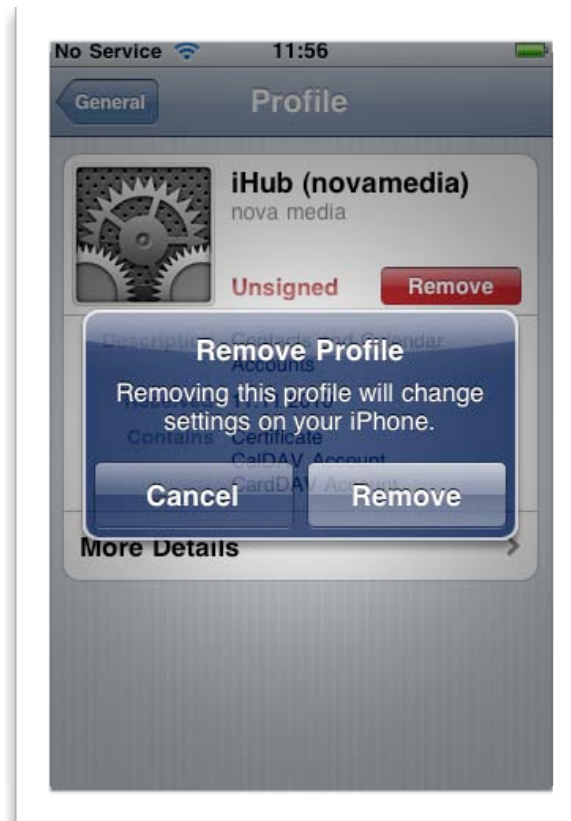
To remove access to shared calendars and contacts, it is necessary to delete the iHub profile which has been installed on the iOS device.

By deleting the profile, no shared contacts or calendars will be deleted from the iHub server or from other devices which have access to the shared data.

To delete the profile on an iPhone, iPad or iPod touch select **Settings > General > Profile**



Tap **Remove**  
to delete the profile



Tap **Remove**  
to confirm the deletion

The iHub profile is now removed from your iOS device and it can not access any shared calendars and contacts any more.

To gain access to shared calendares and contacts, you will need to install the profile again.

To do so, open iHub Basic, select the tab **Overview** and click **Add new client**.

## Contact

You can contact us any time via e-mail at [sync@novamedia.de](mailto:sync@novamedia.de).

Additional support is available on our website at <http://www.novamedia.de/support>.