

Setting up Email on a Blackberry

1. Select Setup.



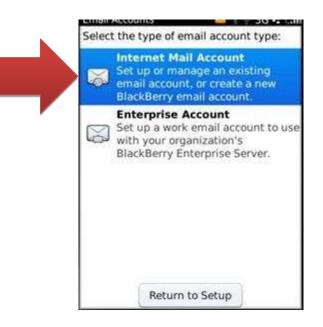
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2. Select Email Accounts.

| | (### | | 8 |
|----------------------|-------------------------|----------------------|--------------------|
| Ernail Accounts | BlackBerry Messenger | Instant Messaging | Social Networki |
| | (010) | | |
| Bluetooth | Wi-Fi | | |
| e Persona | alization | | |
| Select the customize | e feature y e. | ou want to | 5 |
| d' | | | А |
| Ring Tones | Wallpaper | Languages | Fonts |

3. Select Internet Mail Account.



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4. Select **Other**.



5. Type in your email address (<u>username@my.uno.edu</u>) and password.

| [| |
|-----------|--|
| Password: | |
| | |

6. Select Continue.

| Passw | ord: |
|-------|-----------------|
| **** | **** |
| Sho | ow Password |
| | Continue |
| | Return to Setup |

- 7. Click I will provide the settings.
- 8. Fill in the circle next to POP/IMAP

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9. Type in the following:

Server: pod51008.outlook.com

Username: username@uno.edu

Mailbox name: (give a name to your account)

Click Next.

Congratulations! You have successfully setup your email.

If you encounter any trouble, feel free to contact the Help Desk at (504) 280-4357 or by email at <u>helpdesk@uno.edu</u>. You may also stop by the Help Desk, located in the UCC Room 101.