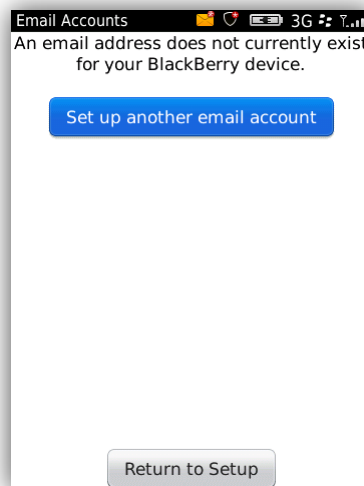
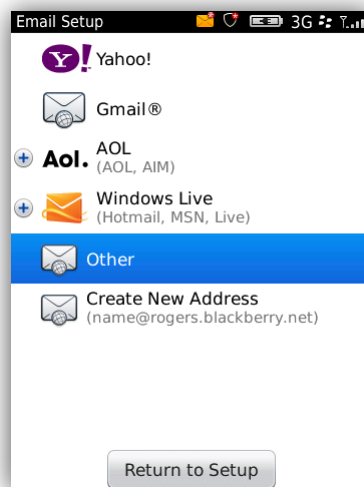


How to Integrate Your UConnect Email with a BlackBerry Internet Service Account

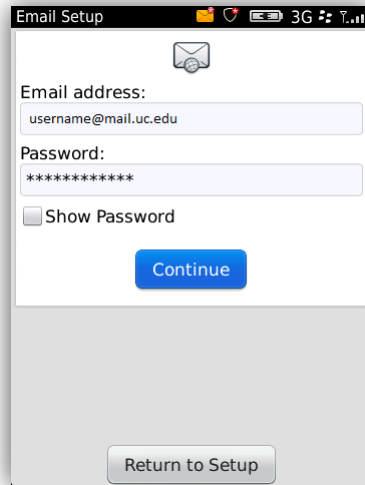
1. Open **Email Settings** on the BlackBerry smartphone. This may also be found under Setup or Setup Wizard.
2. Click Set up another email account.



3. Choose Other from the list of options.

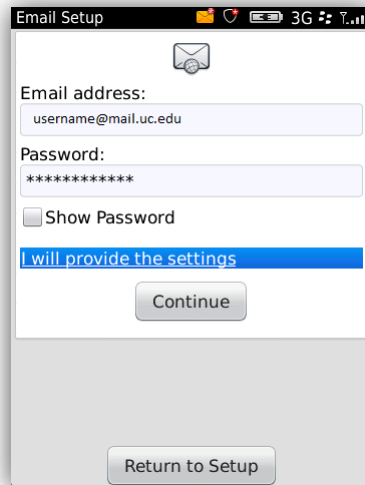


4. Enter the Email Address (yourusername@mail.uc.edu) and Email Password, then click Continue.



The screenshot shows the 'Email Setup' screen on a BlackBerry device. At the top, there is a status bar with 'Email Setup', a battery icon, a signal strength icon, and '3G'. Below the status bar is an envelope icon. The main content area contains two text input fields: 'Email address:' with the value 'username@mail.uc.edu' and 'Password:' with a masked password '*****'. Below the password field is a checkbox labeled 'Show Password' which is currently unchecked. A blue 'Continue' button is centered below the 'Show Password' checkbox. At the bottom of the screen, there is a 'Return to Setup' button.

5. If the BlackBerry Internet Service indicates that there was a problem, select I will provide the settings or provide additional settings.



The screenshot shows the 'Email Setup' screen on a BlackBerry device, identical to the previous one. However, the 'Continue' button is now greyed out. A blue highlight is over the text 'I will provide the settings' located below the 'Show Password' checkbox. The 'Return to Setup' button remains at the bottom.

6. Select Outlook Web Access (Exchange) as the email account type.

Provide Email Settings

Select an email type.

POP/IMAP (Most common)

Outlook Web Access (Exchange)

Email address:
username@mail.uc.edu

Password:

Show Password

Outlook™ Web Access URL:
(e.g. http://exchange.domain.com/exchange)

User name: ▾

Continue

Cancel

7. Enter the following information:
Outlook Web Access URL: <https://outlook.com/owa>
User name: yourusername@mail.uc.edu
Mailbox name: UC Student Mail – This can be anything you choose
then press Continue.

Provide Email Settings

Email address:
username@mail.uc.edu

Password:

Show Password

Outlook™ Web Access URL:
(e.g. http://exchange.domain.com/exchange)
https://outlook.com/owa

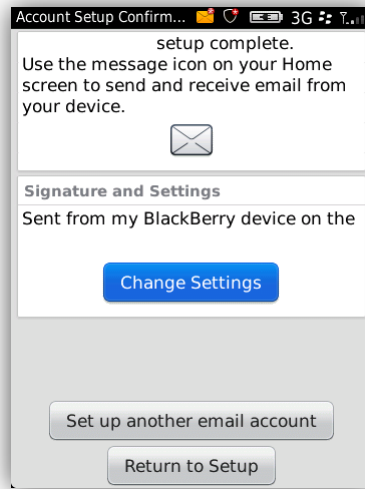
User name:
(e.g. jdoe or domain\jdoe)
username@mail.uc.edu

Mailbox name:
UC Student Mail

Continue

Cancel

8. The email account should then be successfully added.



If you have any questions or issues with the device setup guide
Please contact our Help Desk at (513)556-Help (4357)