Blackberry 10 Setup

**Scope:** this document will describe how to configure a Blackberry 10 device to sync email, calendar, & contacts with a Faculty or Staff @odu.edu account. This document does not apply to ODU students.

With Blackberry 10 devices, you can connect them to your @odu.edu account using the same ActiveSync settings that Android, iPhone, and Windows Mobile phone users utilize.

To configure the device, you will need to know the following:

- Your email address: i.e. jdoe@odu.edu
- Your MIDAS password
- The domain: ODUNET
- The mail server: webmail.odu.edu or mail.odu.edu

1) On the Blackberry device, from the Home screen, click on Settings, then click on Accounts.
2) Then click on Add Account at the bottom of the screen.
3) Then click on Advanced at the bottom of the screen.
4) Choose Microsoft Exchange ActiveSync
5) On the Add Account page, enter in the following info:

- **Description:** this can be anything you want
- **Domain:** ODUNET
- **Username:** your Faculty or Staff email ID. i.e. if you are [jdoe@odu.edu](mailto:jdoe@odu.edu), then your ID is jdoe.
- **Email Address:** enter in your Faculty or Staff email address. i.e. jdoe@odu.edu
- **Password:** enter in your MIDAS password.
- **Server Address:** webmail.odu.edu or mail.odu.edu
6) Leave the Port as 443, Use SSL On, Use VPN Off, and Push On. Then click next.
7) The device will try to verify the settings. Then you can choose which options to sync with your device.
8) Then click on Done, and the account has been added.