Set Up Anna Maria Email on your Blackberry

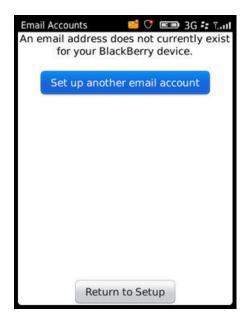
1. Click **Setup** on your Blackberry phone.



2. Click Email Settings.



3. Click **Set up another email account**.





5. Enter the Email Address – employees are username@annamaria.edu and students are username@amcats.edu - and Email Password, then click Continue.





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



7. Select Outlook Web Access (Exchange).



- 8. Enter the following:
 - a. Outlook Web Access URL http://webmail.annamaria.edu
 - b. User name
 - c. Mailbox name
 - d. then press Continue



9. The email account should then be successfully added.

