



## Ospreys E-mail Setup on Blackberry

ITS - Network & User Services

1. Open **Email Settings** on the BlackBerry smartphone or **Setup** and choose **Email Accounts**.
2. Click **Setup another email account**.
3. Choose **Other** from the list of options.
4. Enter your Ospreys e-mail address, [nNumber@ospreys.unf.edu](mailto:nNumber@ospreys.unf.edu) and your **mywings password**, and then click **Continue**.
5. If the Blackberry Internet Service indicates that there was a problem, select **I will provide the settings**.
6. Select **Outlook Web Access (Exchange)**.
7. Enter the Following:
  - a) **Outlook Web Access URL:** mail.office365.com
  - b) **User Name:** nNumber@ospreys.unf.edu
  - c) **Mailbox Name:** Ospreys E-mail and then press **Continue**.

