

Reminder – when you update your Email password yearly – you will need to update your password in your phone settings or you will no longer receive emails on your phone.

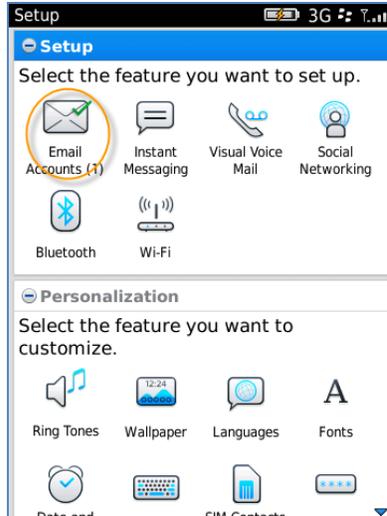
1. Verify that your BlackBerry handheld is connected to the wireless network and is displaying 3G in the top right corner.



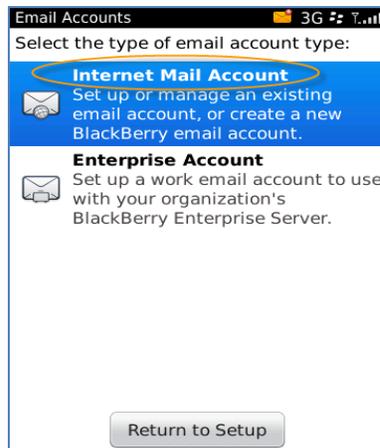
2. Select Setup from BlackBerry handheld Home screen.



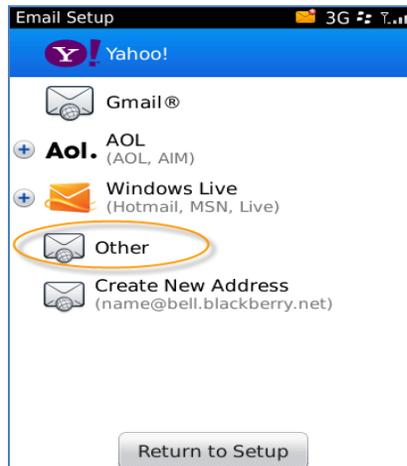
3. Select **Email Accounts** in the Setup screen.



4. Select **Internet Mail Account** in Email Accounts screen.

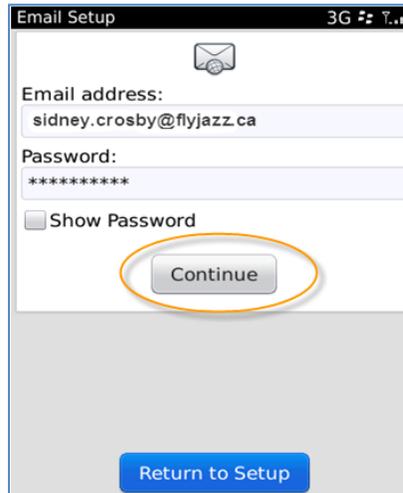


5. If prompted, read the **Terms and Conditions**, and then select **Accept**. Select **Other** in the Email Setup Screen.

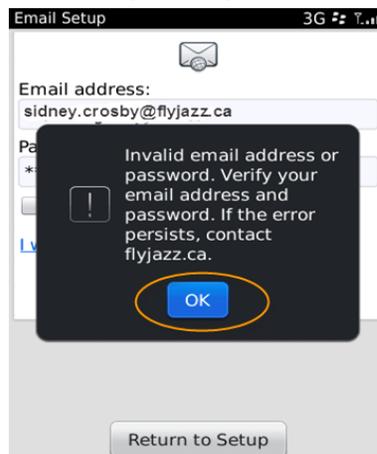


6. Enter your Jazz e-mail address and password. Select **Continue**.

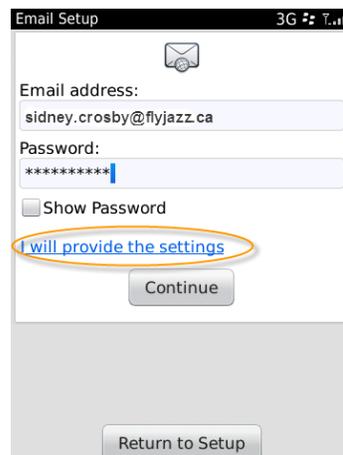
NOTE: You can check the **Show Password** option to verify the password you have entered.



7. Within minutes you will see following message. Select **OK**.



8. You will be back to the Email Setup screen with a new link. Click "I will provide the Settings" link.



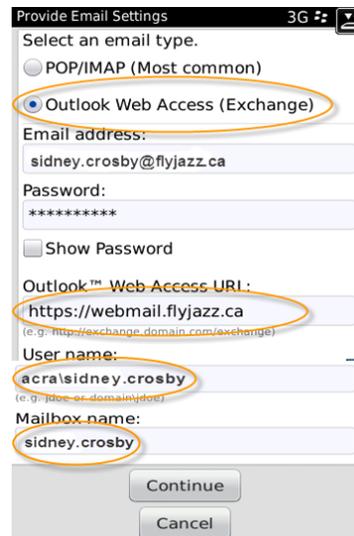
9. Select **Outlook Web Access (Exchange)** in Provide Email Settings screen. After type in mail account settings with following information, select **Continue**.

Outlook Web Access URL: <https://webmail.flyjazz.ca>

User name: This is the user name you use to log into OWA (Outlook Web Access) from your Internet browser.

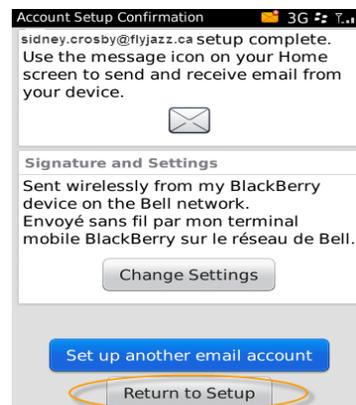
NOTE: You need to add ACRA in front of it.

Please see the format in the screen shot below.



- o Mailbox name (Usually same as your user name)

10. Setup is complete when **Account Setup Confirmation** message appears on the screen. Select **Return to Setup**.



11. You may exit Setup once e-mail setup is complete. Your Jazz e-mail will now be accessible from your BlackBerry handheld.

