



Hosted Exchange Support

How to Setup
your Standard (Exchange) email account
on your Blackberry

Device: Blackberry

Account Type: Standard (Exchange)

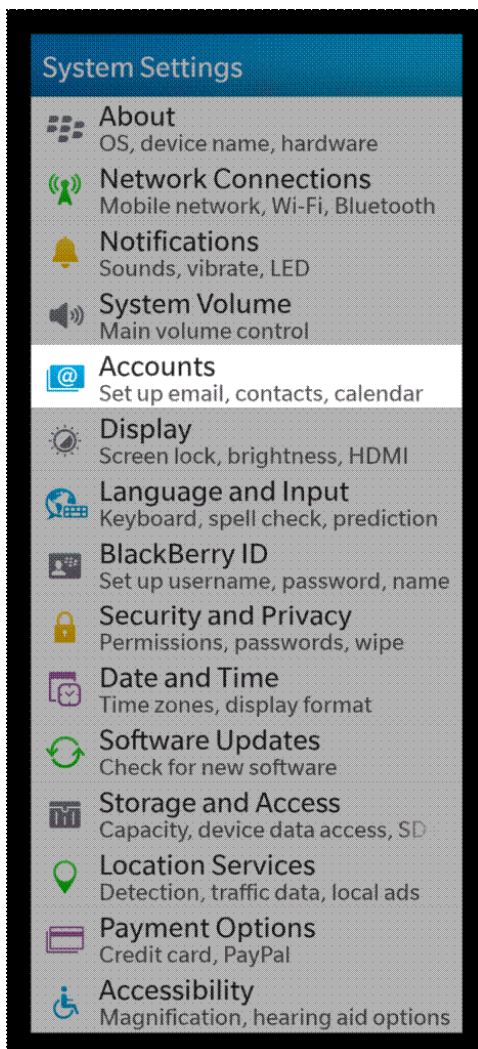
How to set up ActiveSync on a BlackBerry 10 with Exchange 2013

How to

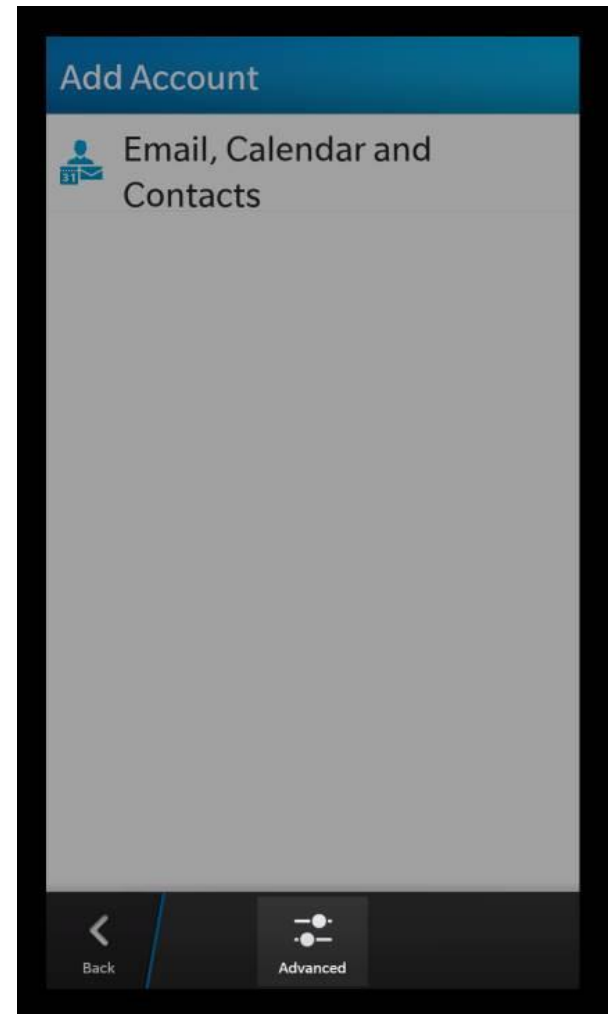
1. On your BlackBerry 10's home screen, tap on **Settings**.



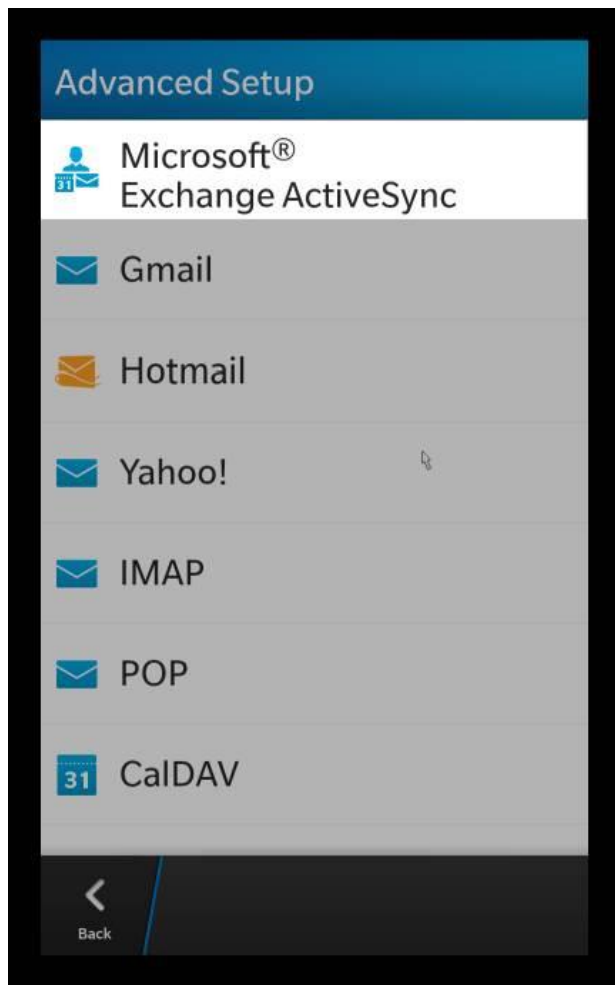
2. Tap on **Accounts**.



3. Scroll down and tap on **Advanced**.



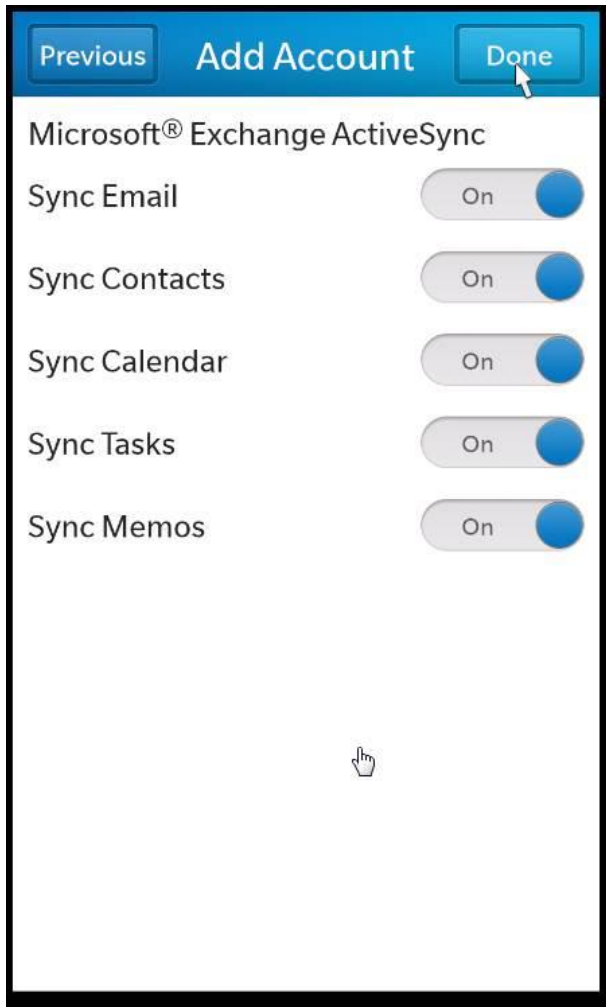
4) Tap on **Microsoft Exchange ActiveSync**.



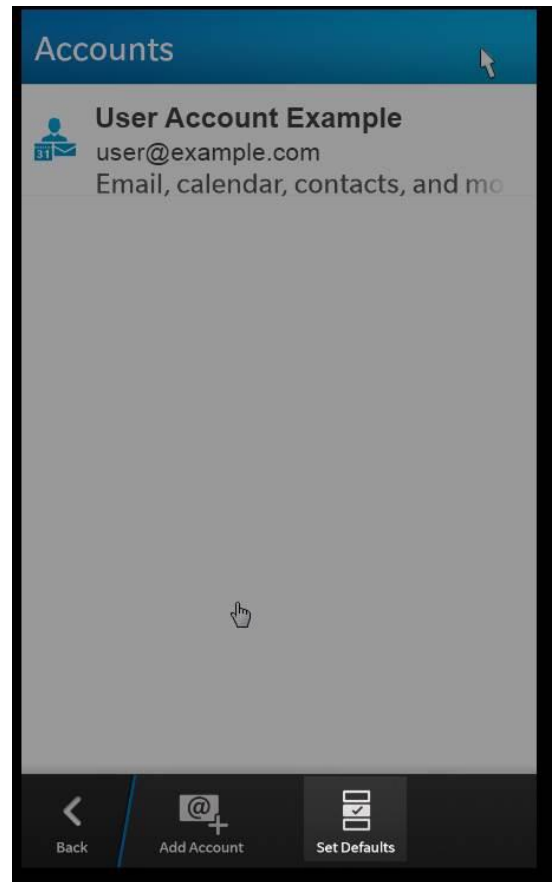
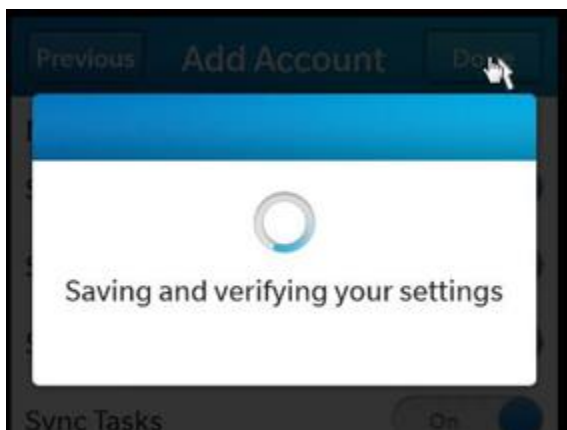
5. Give your **ActiveSync account** a name in the **Description** field. Leave the **Domain** field blank. Enter your email address in the **Username** field. Enter your email address in the **Email Address** field. Enter your password in the **Password** field. Enter the server value you will find in the [Control Panel](#) in the **User Information** section (mail.elshosted.com) in the **Server Address** field. All other values can remain at their default settings. Click on **Next**.

A screenshot of a mobile application's 'Add Account' screen for Microsoft Exchange ActiveSync. The screen has a blue header with the text 'Add Account' and two buttons: 'Dismiss' and 'Next'. Below the header is the title 'Microsoft® Exchange ActiveSync' and a note '* Required Fields'. The form contains the following fields and controls: 'Description' (text field with 'User Account Name'), 'Domain' (text field), 'Username *' (text field with 'user@example.com'), 'Email Address *' (text field with 'user@example.com'), 'Password *' (password field with dots and an eye icon), 'Server Address *' (text field with 'mail.elshosted.com' and a close icon), 'Port *' (text field with '443'), 'Use SSL' (toggle switch set to 'On'), 'Use VPN' (toggle switch set to 'Off'), 'Push' (toggle switch set to 'On'), 'Sync Interval' (text field with 'Manual'), and 'Sync Timeframe' (text field with '30 Days').

6. Select the elements you wish to sync and then tap on **Done** but do not select **Memos** as it might cause sync issues.



7) If you have multiple accounts, you may select which one is considered to be the default account by tapping on **Set Default**.



8) Select both the default email account and the default calendar while sending meeting invites.

