Follow the steps below to configure an Athletic’s Office Blackberry phone for activation with the JMU Exchange e-mail server:

1. On the Blackberry phone, push the red power button.

2. Select Blackberry Icon or Menu button from the keypad.

3. Select the Options icon.
4. Select **Advanced Options**.

5. Select **Enterprise Activation**.

6. Type in your Email address: **eID@jmu.edu**, Password: (this is **not** your e-ID password, but the password provided by Information Technology).
Blackberry Phone Activation Steps

7. Push menu button then press Activate.

8. Turn the Radio on, if prompted.

9. Wait 15-30 minutes while phone is “Acquiring service connection” for activation.

10. The phone will then prompt for an unlock pin.