**Blackberry IMAP Configuration**

*Steps to configure will vary based on your device and software version.*

1. From the Main screen; navigate to “E-mail Settings”.

2. Select “Add An Email Account”.

3. Enter you E-mail address and your BCTC or ACAD password; select Next.
4. Select “provide additional settings”.

5. Scroll to the bottom of the screen and enter the required settings. Select **Next** when finished.
   
   a. Email server: **mail.baruch.cuny.edu**
   b. User name: Your **BCTC** or **ACAD** username.

6. Choose “**POP/IMAP**” and select **Next**.
7. On the last screen select **Finish** to complete setup.

![Success!](image)

An icon to access **john.smith@baruch.cuny.edu** will be added to your device Home screen. You can click this icon to access your email inbox.

**Signature and Settings**

| Finish       | Add Another Account |

Within a few minutes your inbox will synchronize with your Baruch E-mail.