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## GO!NotifySync: Registering Your Device



Once the *GO!NotifySync* installation is complete, you can create and register your user account. Email and PIM synchronization will not begin until you are registered.



The registration screens have **USER ASSISTANCE**. Select **Show Help** from the menu to display help text.



[WATCH THE VIDEO](#)

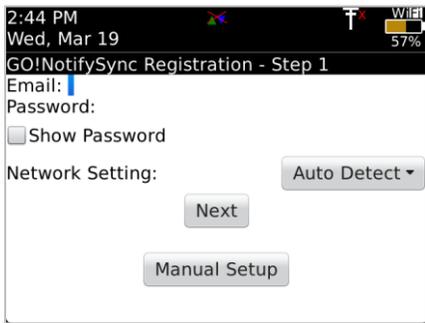


If the *Registration* screen is not already displayed, select the **GO!NotifySync icon** from your BlackBerry menu

**Hint:** It may be located in the *Applications* or the *Downloads* folder.



GO!NotifySync Icon



## Step 1:

Enter the **Email** address and **Password** associated with your ActiveSync server account.

The **Network Setting** field allows you to choose what *GO!NotifySync* uses when opening network connections. The default is **Auto Detect**, which chooses an appropriate network setting based on available services. Accept **Auto Detect** and prioritize the connection types from the **Advanced...** screen, or select your **Preferred Network** type. See [Advanced Network Settings](#).

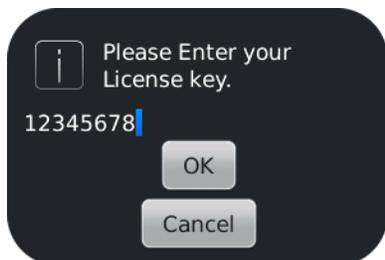
**Notes:** You can change your network setting at any time. See [Network Settings](#).

If you intend to use Direct Push synchronization, you must select TCP as your preferred network setting.

Select **Next** to allow the registration process to autodiscover your server address. This may take several minutes depending on your network setting.

OR

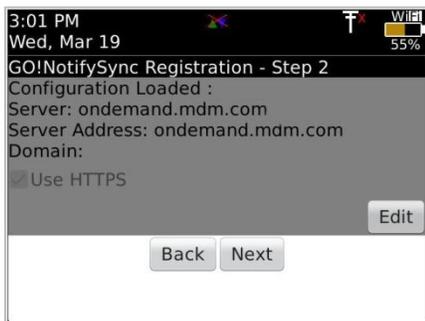
Select **Manual Setup** to manually enter your username, domain, and server address, and choose whether or not to use an HTTPS connection. You can disable the Autodiscover option as well, if your mail server does not support it. See [Manual Setup](#).



If a prompt for a **License Key** pops up, enter the key your administrator has provided.

The device will retrieve your server configuration settings.

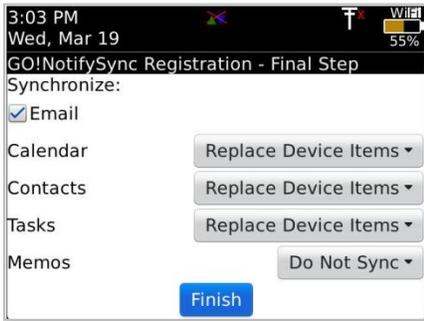
If there are multiple server configurations, you will need to select the one your administrator has specified.



## Step 2:

Confirm your configuration settings.

You may use the **Edit** option to make any necessary changes. Select **Next** to continue.



## Final Step

Select the type(s) of items you wish to synchronize to your device.

-Check the box to synchronize **Email**.

-For PIM items (calendar, contacts, tasks, memos) choose whether you wish to:

- **Replace Device Items** – Deletes items currently on the device and replaces them with items synchronized from the server.
- **Merge Items\*** – Merges the items that currently exist on the device and server together in both locations.
- **Do Not Sync** – Prevents this item type from synchronizing.

**\*A note about Merging:** When items exist on both the server and device, choosing to *Merge Items* will result in duplicates on both the server and device.

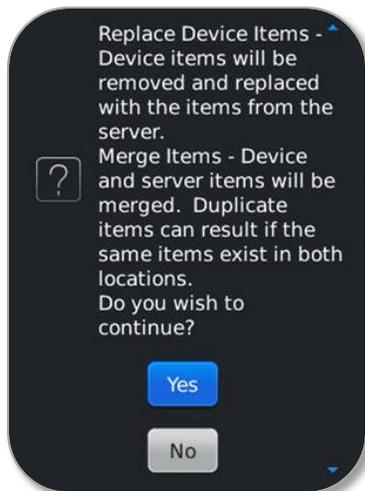
### Tasks and Memos:

-If the *Tasks* or *Memo Pad* applications are not installed on the device, Tasks and Memos will not be available.

-Memo items cannot be merged.

-Memo synchronization is not supported on devices interfacing with an Exchange 2010 server. Exchange 2003 and 2007 do support memos.

Select **Finish** to complete the registration.



If you chose to merge or replace any of the PIM items, a dialog appears indicating the affect merging or replacing has on existing data.

Before continuing, you may wish to backup important items that may be lost in this process.

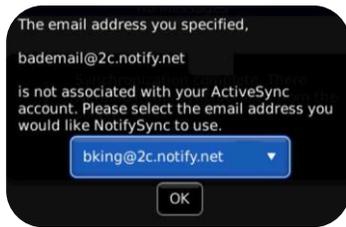
When you are ready to proceed, select **Yes**.



You will see the device *Inbox* once the registration is completed.

Check the top-left corner to verify that the correct **time and date** are showing.

The *Inbox* will populate as the device completes its first synchronization cycle.



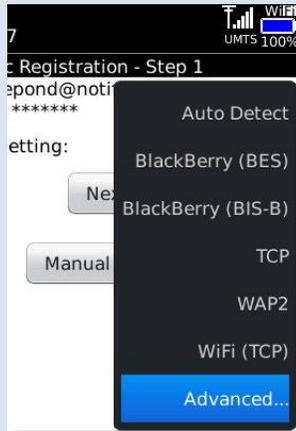
### Email Address Synchronization

*GO!NotifySync* will verify the email address you entered during registration against the email address(es) associated with the active user account on the server.

The dialog box at left appears only if there is a discrepancy and allows you to choose another address from those listed on the server.

**You are now registered with GO!NotifySync.**

## Advanced Network Settings

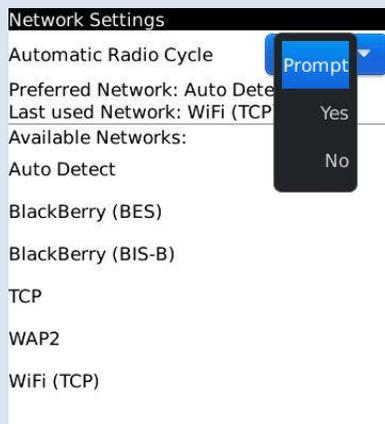


The **Network Setting** default is **Auto Detect** which automatically chooses an appropriate network setting based on available services.

- Accept **Auto Detect** and prioritize the connection types from the **Advanced...** screen, OR
- Select a specific **Preferred Network** type from *the Available Networks* list.

**Hint:** If you intend to use Direct Push synchronization, you must use TCP network provisioning.

See more on Auto Detect functionality and requirements [here](#).



*Advanced screen*

**Automatic Radio Cycle** - Set your preference for how the device behaves if attempts to open a network connection consistently fail:

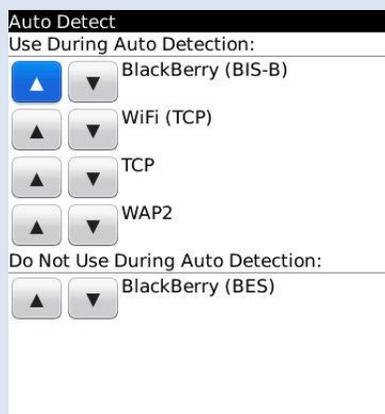
- **Prompt** - Prompts you before it cycles the radio off and on
- **Yes** - Automatically cycles the radio
- **No** - Displays a dialog advising you to restart manually

**Change the Preferred Network** - On the *Available Networks* list, scroll to the network type you wish to use and select it.

**Last used Network** - Displays the network type used during the last connection to the server.

**Prioritize Connection Types for Auto Detect** - Highlight *Auto Detect* in the *Available Networks* list and select **Edit** from the menu. Use the arrows to change the priority of the connection types used or move them into the *Do Not Use* area.

Select **Save** from the menu.



*Prioritize Auto Detect Connection Types*

## Manual Setup

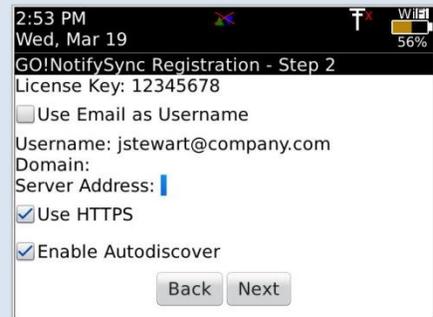
Enter the **License Key** your administrator has provided.

In the **Username** field, enter the username associated with your ActiveSync server account (usually everything before the @).

OR

Check **Use Email as Username** if you are required to use your Email address as the username for authentication with the ActiveSync Server. Then skip to the *Server Address* field.

**Hint:** This option is provided for hosted mail systems, such as Microsoft Online, who require the full email address because there are multiple domains associated with the same server address. Check with your IT administrator or email provider to verify whether you should use your full Email address for the Username or just the part to the left of the @ sign.



Enter the **Domain** name associated with your ActiveSync server account.

Your Domain may be one of the following:

- The login you use to access Web mail may contain the Domain. The login is often in the format: Domain/username. Try using the text before the / as the domain.
- Sometimes the text that comes after the @ sign in your Email address is considered the Domain. EX: If your Email address is: *name@company.com*, your Domain may be *company.com*.
- Sometimes the domain may use part of the text that comes after the @ sign in your Email address, with ".local" appended to it instead of ".com". EX: If your Email address is: *name@company.com*, your Domain may be *company.local*.
- Sometimes the *GO!NotifySync* registration can be completed by leaving the Domain field blank.

Enter the **Server Address**. This is the external address or domain name of your ActiveSync server. This is usually the same address you use to log into Web mail.

*Check with your IT administrator to verify whether **SSL** is used on your ActiveSync server and whether **Autodiscover** is supported.*

If your server has an SSL certificate, mark the **Use HTTPS** checkbox to enable SSL encryption for secure data transfer between the server and your device.

Disable **Autodiscover** if your server does not support it.

Select **Next** to proceed.