

Duke Office of Information Technology

How do I get started?

Your department's local IT staff can help you

1. request a NotifyLink account
2. work with you to configure your account
3. install the necessary software on your device.

Once the account is created, OIT will work with your local IT staff to get you up and running.

OIT requires the following information to create an account:

1. Full Name (as it should appear on outgoing e-mail)
2. NetID
3. Phone number of mobile device
4. Desired From: address for mail sent from the device (typically your preferred email address)
5. Device name and type (such as: BlackBerry 7130e or Palm Treo 700p)
6. PIN, if a Blackberry device
7. Contact info for technical support staff

Please have your local IT staff submit this information [using this form](#).

NOTE for local IT staff: Please refer to the "[NotifyLink getting started guide](#)"(PDF).

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