

## GoodLink Mobile Messaging Service Quick Start Guide

The information provided here is a quick summary of what you will need to do to get going with your GoodLink Mobile Messaging Service from Workplace2go. For more detailed information, or if you are setting up this service as the account administrator, please see our full [GoodLink Start Guide](#), located on the Service Management Console (SMC) home page.

- 1. What you will need to Start:**
  - o A fully-charged Motorola GoodLink-compatible device, such as a Palm Treo or Windows Mobile Standard-phone (Smartphone) or Windows Mobile Professional-phone (Pocket PC)
  - o Sufficient available phone memory (Palm OS- 14.5MB, Pocket PC- 12MB, Smartphone- 12MB)
  - o Access to Hosted Microsoft Exchange service
  - o A valid Workplace2go user account
  - o Your account to must be provisioned for the GoodLink service. Check for GoodLink Mobile Service to be listed under your My Services section of the Service Management Console (SMC). If it is not listed, contact your company's account administrator and request to be added to the service subscription.
- 2. Find the GoodLink provisioning acknowledgement email**

In your Outlook inbox you will have received an email from your account administrator when you were provisioned for the GoodLink Mobile Service. This email contains the URL link to the Over The Air (OTA) Setup application, your assigned access PIN, and your SMTP email address.
- 3. Activate the GoodLink Mobile Messaging service**

Click on the URL in the email and GoodLink will download the OTA Setup application and lead you through a Wizard-like application to aid your GoodLink setup. To be authenticated and will need to enter your PIN and SMTP address from the email sent you (from step 2, above). You will then be provided an opportunity to download and install the most current version of the Good Messaging Server software to wirelessly synchronize your Outlook account. You can also set your PIN expiration and other handheld security policies during this point.
- 4. If you desire more detailed information, or have difficulties:**

Refer to the full information contained in the [GoodLink Start Guide](#), or contact the Workplace2go support team support@workplace2go.com.

We are pleased to have you as a new customer!

Enjoy your new GoodLink Mobile Messaging Service, and please let us know how we can continue to serve you better!

~The Workplace2go Team