

VOICE MAIL

Allows allows you to play, send, answer and forward messages with the touch of a button.

Accessing your mailbox

From your own telephone

Dial your Voice Mail access number

__ __ -0000. The exchange plus four zeros, example 342-0000.

- Press #
- Enter your password when prompted
- Press #

From another telephone

Dial your telephone number with the Voice Mail account.

- Press *, during the Greeting
- Enter your password when prompted
- Press #

Enhanced Voice Mail

Additional charges apply, this service must be activated on your account. E-mail Notification sends the voice mail file to an e-mail address.

Notification Options

Press 3 after you're in the Mailbox Set-Up Menu

- Pager: Turn on/off, change the number
- Daily Notification: Turn on/off

VOICE MAIL USER GUIDE

1

Review Messages

- 1 Voice Mail
 - 1 New
 - 2 Saved

2

Listen to Message

- 1 Play
- 2 Keep
- 3 Delete
- 4 Mark Message as New
- 6 Send a Copy
- 7 Skip Back
- 8 Pause/Continue
- 9 Skip Forward
- * Return to Main Menu
- 0 Help

3

Send Message

5

Review Mailbox Greeting

7

Play Date/Time

9

Mailbox Set-up

- 1 Greeting Options
 - 1 Listen to Greeting
 - 2 Save Greeting
 - 3 Delete Greeting
 - 4 Record Greeting
 - * Return to Mailbox
 - 0 Help
- 2 Change Password
- 3 Notification Options
- 4 Enable/Disable Auto Login

*

Return to Mailbox

0

Help

