

Voicemail

Voicemail Access

From your extension
From another extension

555
500

Other Options

Announce only mode on/off *6
Exit Voicemail *9

Menu*

Review messages **1**

New Messages	1	Replay	1
Old Messages	2	Next/Save	2
Group Messages	3	Delete	3
Main Menu	*	More Options	0
		Previous Menu	*
		Select group	#
		Previous Menu	*
		Message Info	1
		Forward to extension	2
		Call back	3
		Previous Menu	*

Change Greeting ***2**

First/Last name	1
Internal	2
External	3
After hours	4
Lunch time	5
Meeting	6
Weekend	7
Vacation	8
Exit Voicemail	9
Main menu	*

Change Greeting **2**

Review	1
Record	2
Delete	3
Exit voicemail	9
Previous menu	*

Change user preferences ***3**

Password	1
Call waiting	3
Busy handling*	4
Email notification	6
Exit Voicemail	9
Menu	0
Busy handling	1
Ring no answer handling	2
Internet service outage routing	3
Previous menu	*

* Busy handling, Ring no answer handling, Internet outage routing

Change forwarding rule ***4**

Listen to rule	1
Set current call as rule†	2
Set rule	3
Delete rule	4
Exit Voicemail	9
Main menu	*

* Takes the number from the Caller ID you are dialing from and immediately sets it as your call forwarding number.

† Supports phone numbers from within your company phone system only. External numbers are not supported.

Set a specific greeting ***5**

Business hours	1	Vacation	6
After hours	2	Greeting in use	0
Lunch time	3	Exit voicemail	9
Meeting	4	Main menu	*
Weekend	5		