

VOICE MAIL QUICK REFERENCE

To access voicemail directly from your device with Unified Voicemail, press *99.
To access your voicemail from another device, dial 1-877-869-8360.

MAIN MENU

1 1

Review Voice Mail Messages

HEAR MESSAGE

- 1** Repeat
- 2** Save
- 3** Erase
- 4** Reply
- 5** Send a copy (use 10 digit phone number)
- 6** New message
- 7 7** Skip back 5 seconds
- 8** Pause/resume
- 9 9** Skip forward 5 seconds
- #** Leave as new
- 1 1** Previous message

1 3

Review Faxes

HEAR MESSAGE

- 1** Repeat
- 2** Save
- 3** Erase
- 4** Reply
- 5** Send a copy
- 6** New message
- 7** Skip back 5 seconds
- 8** Pause/resume
- 9** Skip forward 5 seconds
- #** Leave as new
- 1 1** Previous message

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Mailbox Settings

MAILBOX SETTINGS MENU

- 1** Group lists
- 2** Hands-free/time saver options
- 3** Security options
- 5** Notification options
- 6** Additional options
 - 1** Configure operator
- 7** Advanced Call Feature *
- 9** Live message screening settings*
- 0** Select
- #** Next option
- 1 1** Previous option

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Send Message

ENTER PHONE OR GL NUMBER, THEN #

0

Help

HELPFUL HINTS

- #** Next hint
- 1** Replay from start
- 1 1** Previous hint

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Deleted Messages

GET YOUR DELETED MESSAGES

3

Greetings

GREETINGS MENU

- 1** Personal greeting
- 3** System greeting/record name
- 5** Busy greeting

COMMON KEYS

- 7** Skip back through prompts
- 8** Pause/resume
- 9** Skip forward through prompts
- *** Exit
- #** End input or move forward in a list
- 1 1** Return to previous menu item or message

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Subscriber Transfer

LOG ON AS ANOTHER SUBSCRIBER

* only available with premium voicemail