# Voicemail

### Voicemail Access

From your extension 555 Announce only mode on/off \*6
From another extension 500 Exit Voicemail \*9

#### Menu\* 0 Replay New Messages Review messages 1 2 Next/Save 2 Old Messages 3 3 **Group Messages** Delete 0 Message Info More Options Main Menu 2 Previous Menu Forward to extension **(2)** Call back 3 Select group # Previous Menu Previous Menu CI **Change Greeting 2**

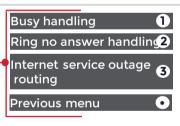
**Other Options** 

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

Review	0
Record	2
Delete	3
Exit voicemail	9
Previous menu	

Change user preferences \*3

0
3
4
6
9
0



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

Change forwarding rule \*4

Listen to rule	0
Set current call as rule*	† <b>2</b>
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

Business hours	0
After hours	2
Lunch time	3
Meeting	4
Weekend	5

Vacation	6
Greeting in use	0
Exit voicemail	9
Main menu	•