

From your phone
Dial 2900
Enter your password

From someone else's phone
Dial
Press * when answered
Enter your mailbox number
Enter your password
(initially same as your extension number)

MAIN MENU

1
Review
Messages

2
Send
Messages

3
Check
Sent Msgs

4
Personal
Options

5
Restart

6
Applications

Exit

<u>Playback Controls</u>	
Rewind	1
Pause/Start	2
Forward	3
Slower	4
Envelope	5
Faster	6
Skip	#
End	33
Beginning	11
End and Copy	336
End & Delete	337
End & Save	339
Main Menu	*

<u>End of Message</u>	
Replay	4
Envelope	5
Send Copy	6
Erase	7
Reply	8
Call Sender	8 8
Save	9

Record Intro
Press #
Enter Mailbox
Press #

To send a message
Record message
Press #
Enter mailbox
Press # to sent or
Select options

Press * to cancel

<u>Delivery Options</u>	
Private	1
Urgent	2
Confirmation	3
Future delivery	4
Press # to send	

<u>Confirmation Options</u>	
Confirm receipt	1
Notify of non-receipt	2

<u>Personal Options</u>	
Notification on/off	1
Administrative Opts	2
Greetings	3

Passwords	1
Group lists	2
Prompt levels	3
Date & Time	4

<u>Passwords</u>	
Personal	1
Secretary	2

<u>Group Lists</u>	
Create	1
Edit	2
Delete	3
List names	4

<u>Greetings</u>	
Personal	1
Extended absence	2
Name	3

Standard	1
Personal	2

Away from phone	1
On the phone	2