



VOICEMAIL TUTORIAL

From a IWW VoIP phone, dial ***98**

1 Listen to Messages

1	Rewind
2	Pause / Restart
3	Advance
4	Replay
5	Message Details
6	Send a Copy
7	Erase
8	Reply
9	Save
#	Next message / Leave as new
*	Leave

2 Send Messages

Enter the phone number or group list followed by #

Save Message

Send

1 Delivery Options

1 Review Message

2 Urgent

3 Private

4 Re-record

5 Report Delivery

6 Read Report

7 Add Recipient

Send



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3 Greeting Messages

1 Configure a personal greeting message

2 Configure the extended absence greeting message

3 Select a greeting message generated by the system or change the recording of your name

1 Choose a type of greeting message for the system

1 Message generated by the system that contains your name

2 Message generated by the system that contains your phone number

3 Message generated by the system that does not contain the name or the phone number

4 To replay or re-record your name

1 Re-record your name

Save the new name and press #

1 Finish and Save

2 Re-record

3 Cancel

2 To replay or re-record your name

1 Re-record your name

Save the new name and press #

1 Finish and Save

2 Re-record

3 Cancel

5 Modify or save the greeting message heard when the line is busy

Record your greeting message and press # when finished

1 Finish and Save

2 Re-record

3 Cancel

6 To Set out of hours greeting

7 To work with "forward all calls to voicemail" greeting



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4 Mailbox Settings

1 Group Lists

1 Create a new group list

2 Hands Free Options / Time Savers

1 AutoPlay Settings

1 Enable / Disable Autoplay

2 Urgent Message Settings

1 Enable / Disable Autoplay

3 Voicemail Preferences

1 Message Header Preferences

2 Message Body Preferences

3 Security

1 PIN

2 Quick Start

3 Skip PIN

5 Notifications

1 Enable / Disable the message waiting indicator

6 Additional Settings List

3 To work with language selection

4 Broadcast Options

* To Exit



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6 Deleted Messages

1	To get your deleted messages
1	Rewind
2	Pause / Restart
3	Advance
4	Replay
5	Message Details
6	Send a Copy
7	Erase
8	Reply
9	Restore
#	Next Message

7 Close the session and re-log in as a different subscriber

0	Help
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